

ADAMS COUNTY BOARD OF SUPERVISORS MEETING

Adams County Board Room, January 20, 2015

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of December 16, 2014 minutes
8. Public hearing
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Gilner, Grabarski, Hamburg, Johnson, Kotlowski and Morgan
10. **Claims:** Czarnik's vehicle damage claim against the county.
11. **Correspondence:** Letter from the Duck Creek Watershed Advisory Group.
12. **Appointments:** Scott Parr to replace Jeremie Pavelski on RIDC Committee.
13. **Unfinished Business:** None
14. **New Business:** None
15. **Reports and Presentations:**
 - A. Miscellaneous:
 - Daric Smith, RIDC
 - ACDF/County Clerk Report
 - Ad Hoc Reports

16. Review Committee Minutes			
Admin & Finance 12/4, 1/8 Airport 12/8 BOA 12/17 CWCAC 10/22 County Board 12/16	Executive 12/9 H&HS 12/5 Hwy 12/11 L&W 12/8 Landfill 12/15	Library 11/7 Parks 10/14 P&Z 1/7 Property 12/10 PS&J 12/10	Safety 9/2, 10/8, 11/19 Solid Waste 12/10 Surveyor Dec 2014 UW Ext 11/6,12/9

17. **Resolutions:**

Res. #01: To appoint Erin E Foley to the position of Director of the Adams County Library at a starting hourly wage of \$24.47.

Res. #02: To appoint Brenda Quinnell to the position of Solid Waste Director/Recycling Coordinator at a starting hourly wage of \$28.29.

Res. #03: To sell county advertised property tax parcel #30-4899

Res. #04: To sell county advertised property tax parcel #30-3563

Res. #05: To sell county advertised property tax parcel #30-3521
18. **Ordinances:** None
19. **Denials:** None
20. **Petition:** None
21. Approve Claims
22. Approve Per Diem and Mileage
23. Motion for County Clerk to correct errors
24. Set next meeting date
25. Adjournment



Duck Creek Watershed Advisory Group Inc.

Duck, Risk, Fairbanks, Campbell and White Creeks

Duck Creek Watershed Advisory Group Inc.
Adams County Wisconsin

Open letter to the Adams County Board

We wish to address a serious concern that has been developing over the past few years. The concern is the removal of vast amounts of trees from the lands of our county with no forest regeneration planned. We have witnessed thousands of acres of woods being clear-cut and not replanted, or allowed to regenerate. We also, understand that this process has accelerated in the past few years, with more acres being cut in the past 2-3 years than the previous 8 combined. We believe this trend if allowed to continue unchecked, will create a serious threat to the waters of Adams County, the Duck Creek Water Shed and to the goals of our group.

Trees are a critical resource that provide environmental, economic and aesthetic benefits for the citizens and wildlife of our area. Trees act as a sound barrier and provide protection against crowding and noise pollution which is one of the reasons so many people visit our county for their vacations and make this area their choice to raise their families.

Trees play a major role in purifying the air we breathe and the water we drink. The air is filtered by the trees and returned to the atmosphere at the time of photosynthesis. Trees provide us with oxygen, which is essential for the existence of life. The dust particles & other pollutants, which cause major diseases like asthma and lung cancer, get stuck on the leaves of the trees resulting in fresh air reaching us. Leaves absorb pollutants such as ozone, carbon monoxide, carbon dioxide and sulfur dioxide and give off oxygen. A part of water taken by plants roots is given out by the leaves in the form of water vapor by a process called transpiration. This vapor then forms clouds resulting in rain, which is a direct benefit for agriculture in our area.

Trees intercept water, store some of it, reduce storm runoff/erosion and the possibility of flooding. The leaves from trees provide a composted barrier that helps retain moisture and improves the soil quality. Without the wooded areas of our county, life as we know it would be greatly changed. We should also, keep in mind that our forest must be protected, not only for ourselves, but our, children, grandchildren and their children. If, something is not done soon it may be too late. Because of these concerns the Duck Creek Watershed Advisory Group believes everything possible should be done to protect our forested lands. We strongly urge movement toward a Woodland/Forest Protection Zoning Ordinance, or conditional use permitting process. Plus, we ask that the Adams County Board investigate the possible advantages of adopting a program that would set aside penalty monies paid to the county from Managed Forest Land owners that is removed early from the program and that money be used to fund a county forester position and/or purchase county forest land. That forest land could become part of a sustainable county forest program that could be used to provide public recreational/hunting lands for individuals that live in, or visit our county. If managed properly, those county forest lands will also, provide income and jobs for the county and its citizens through timber production and sales. We ask for your full consideration of the points we have addressed in this letter.

Thank you for your cooperation.

Duck Creek Watershed Advisory Group Inc.

Location	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Adams	0.000	0.000	0.000	0.000	120.000	0.000	0.000	0.000	0.000	0.000	0.000	120.000
Big Flats	20.000	39.000	81.000	0.000	71.380	51.000	0.000	0.000	640.000	0.000	520.000	1,422.380
Colburn	0.000	20.000	0.000	241.420	0.000	0.000	0.000	0.000	160.000	0.000	252.710	674.130
Dell Prairie	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	121.160	121.160
Easton	0.000	40.000	0.000	0.000	40.000	0.000	5.000	30.000	0.000	75.000	80.000	270.000
Jackson	0.000	26.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	26.000
Leola	0.000	18.000	0.000	0.000	0.000	0.000	24.000	0.000	0.000	0.000	0.000	42.000
Lincoln	18.000	0.000	75.000	61.000	0.000	0.000	0.000	0.000	30.000	18.000	0.000	202.000
Monroe	170.000	0.000	0.000	45.510	0.000	0.000	0.000	0.000	0.000	0.000	280.000	495.510
New Haven	0.000	70.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	70.000
Preston	80.000	0.000	28.000	113.000	0.000	0.000	0.000	0.000	157.550	0.000	602.660	981.210
Quincy	57.200	0.000	0.000	160.000	80.000	240.000	0.000	0.000	0.000	327.937	0.000	865.137
Richfield	0.000	0.000	0.000	0.000	0.000	0.000	0.000	40.000	0.000	0.000	160.000	200.000
Rome	72.990	475.100	41.000	106.000	178.882	0.000	0.000	35.000	240.000	0.000	0.000	1,148.972
Springville	35.000	0.000	0.000	40.000	0.000	0.000	40.000	0.000	0.000	40.000	280.000	435.000
Strongs Prairie	0.000	0.000	39.990	193.300	331.630	0.000	0.000	91.260	200.660	0.000	0.000	856.840
Total	453.190	688.100	264.990	960.230	821.892	291.000	69.000	196.260	1,428.210	460.937	2,296.530	7,930.339

Number of acres removed from the MFL program and not placed back into forest crop production. Figures provided by the Friendship DNR office

RESOLUTION 01-2015
 RESOLUTION TO APPROVE
 THE APPOINTMENT OF ERIN FOLEY AS THE
 ADAMS COUNTY LIBRARY DIRECTOR

1
 2 INTRODUCED BY: Library Board
 3

4 INTENT & SYNOPSIS: To appoint Erin E. Foley to the position of Director of
 5 the Adams County Library at a starting hourly wage of \$24.47.
 6

7 FISCAL NOTE: None. Monies are budgeted for the position in the 2015 budget.
 8

9 WHEREAS: On December 11, 2014 the Library Board interviewed candidates
 10 for the position of Library Director. The Board selected a final candidate; and
 11

12 WHEREAS: The Library Board approved the terms of Erin Foley's employment
 13 offer and for the Personnel Director to make an offer.
 14

15 WHEREAS: The Library Board recommended adoption by the County Board for
 16 Erin E. Foley to start on January 26, 2015 with a starting hourly wage of \$24.47.
 17

18 NOW THEREFORE, BE IT RESOLVED by the Adams County Board of
 19 Supervisors that it is hereby approved to appoint Erin E. Foley to the position
 20 of Library Director with a starting hourly wage of \$24.47 and benefit package in
 21 accordance with Adams County Policy.
 22

23 Recommended for adoption by the Library Board this 11th day of December,
 24 2014.

25 Mary L. Nelson

12-22-14

26 Kathleen Chaloner

12-22-14

27 Patricia B. Townsend

1-8-15

31
 32 Adopted _____

33 Defeated _____ by the Adams County Board of Supervisors this
 34 Tabled _____ 20th day of January, 2015.
 35

36
 37 _____
 38 County Board Chair

 County Clerk

39 X Reviewed by Corporation Counsel

40 X Reviewed by Administrative Coordinator/Director of Finance
 41

RESOLUTION TO APPROVE

P5

**THE APPOINTMENT OF BRENDA QUINNELL AS THE
ADAMS COUNTY SOLID WASTE DIRECTOR/RECYCLING COORDINATOR**

INTRODUCED BY: Solid Waste Committee

INTENT & SYNOPSIS: To appoint Brenda Quinnell to the position of Solid Waste Director/Recycling Coordinator at a starting hourly wage of \$28.29.

FISCAL NOTE: None. Monies are budgeted for the position in the 2015 budget.

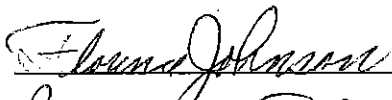
WHEREAS: On January 12, 2015 the Solid Waste Committee interviewed candidates for the position of Solid Waste Director/Recycling Coordinator. The Committee selected a final candidate; and

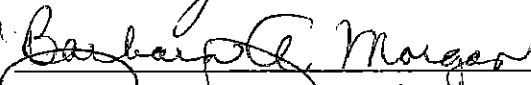
WHEREAS: The Solid Waste Committee approved the terms of Brenda Quinnell's employment offer and for the Personnel Director to make an offer.

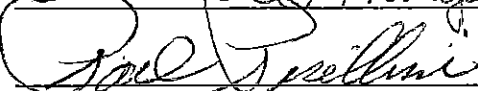
WHEREAS: The Solid Waste Committee recommended adoption by the County Board for Brenda Quinnell to start on January 25, 2015 with a starting hourly wage of \$28.29.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that it is hereby approved to appoint Brenda Quinnell to the position of Solid Waste Director/Recycling Coordinator with a starting hourly wage of \$28.29 and benefit package in accordance with Adams County Policy.

Recommended for adoption by the Solid Waste Committee this 12th day of January, 2015.







Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this
20th day of January, 2015.

County Board Chair

County Clerk

X Reviewed by Corporation Counsel

☒ Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED PROPERTY

FISCAL NOTE: \$2,600.00 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION;
\$0 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES \$0 REVENUE TO
ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO.
100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Jose L. Flores has submitted a bid of \$2,600.00 for the parcel(s) of land described as follows: Lot Seven (7), Bromley Addition to Lake Camelot, also an undivided fractional interest in Out Lot 1 in Bromley Addition to Lake Camelot, which interest is conveyable only when title to Lot 7 is conveyed, intending to make said fractional interest a permanent part of Lot 7 in Bromley Addition to Lake Camelot. Parcel #30-4899

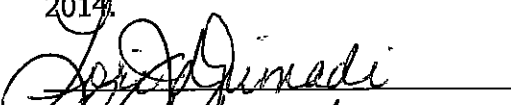
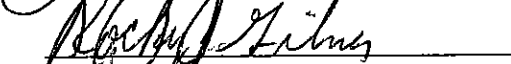

WHEREAS: Adams County took title to this property on September 22, 2014 per judgment of foreclosure;

WHEREAS: Jose L. Flores has submitted full payment of \$2,600.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$2,600.00.

BE IT FURTHER RESOLVED: That the County Clerk issues a Deed to the above described property per Ordinance #09-2014.

Recommended for adoption by the Property Committee this 10th day of December, 2014.



Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this
____th day of January, 2015.

County Board Chair

County Clerk



Reviewed by Corporation Counsel



Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION 04-20145
RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

P7

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED PROPERTY

FISCAL NOTE: \$1,010.00 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION;
\$0 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES \$0 REVENUE TO
ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO.
100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Kevin Stumm has submitted a bid of \$1,010.00 for the parcel(s) of land
described as follows: Lot Three Hundred Fifty-Six (356), Kingswood Addition to Lake
Arrowhead Parcel #30-3563


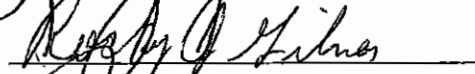
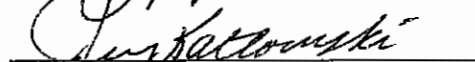
WHEREAS: Adams County took title to this property on September 23, 2013 per
judgment of foreclosure;

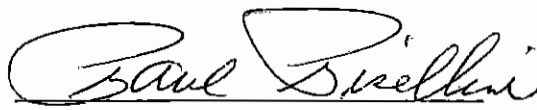
WHEREAS: Kevin Stumm has submitted full payment of \$1,010.00 plus \$30
recording fee, which is on deposit with the County Treasurer.

**NOW THEREFORE, BE IT RESOLVED by the Adams County Board of
Supervisors,** that the above described property is hereby approved for sale for the bid
of \$1,010.00.

BE IT FURTHER RESOLVED: That the County Clerk issues a Deed to the above
described property per Ordinance #09-2014.

Recommended for adoption by the Property Committee this 10th day of December,
2014.



Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ ____th day of January, 2015.

County Board Chair

County Clerk

☒ Reviewed by Corporation Counsel
☒ Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED PROPERTY

FISCAL NOTE: \$967.00 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$0 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES \$43.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Kevin Stumm has submitted a bid of \$1,010.00 for the parcel(s) of land described as follows: Lot Three Hundred Fourteen (314), Kingswood Addition to Royal Crest, (nka Lake Arrowhead). Parcel #30-3521

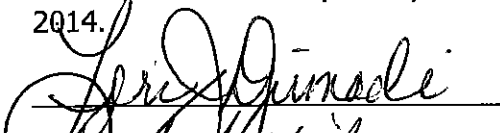
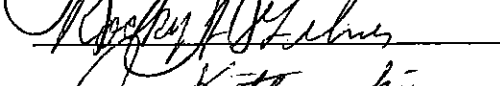
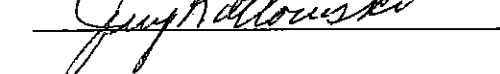
WHEREAS: Adams County took title to this property on September 22, 2014 per judgment of foreclosure;

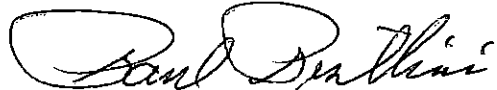
WHEREAS: Kevin Stumm has submitted full payment of \$1,010.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$1,010.00.

BE IT FURTHER RESOLVED: That the County Clerk issues a Deed to the above described property per Ordinance #09-2014.

Recommended for adoption by the Property Committee this 10th day of December, 2014.



Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ th day of January, 2015.

 County Board Chair

 County Clerk

- ☒ Reviewed by Corporation Counsel
☒ Reviewed by Administrative Coordinator/Director of Finance

ADMINISTRATIVE & FINANCE MINUTES

Thursday December 4, 2014 4:30 p.m.

Meeting was called to order at 4:33 p.m. by Chairman West. The meeting was properly noticed.

Present was West, Hamburg, Babcock and Grabarski. Excused, Kotlowski. Also Present was Phillippi, Cable and Pierce.

Motioned by Hamburg/Grabarski to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Hamburg/Babcock to approve minutes from October 9th, November 13 & 18th, 2014. Motion carried by unanimous voice vote.

No Public Participation or Correspondence.

Discussion on Continuation of PMA information options will be continued next month.

Zander reported on the financials and working on taxes and clean up.

McGhee reported ASA firewall upgrade/software for Register of Deeds is installed and will be switched on Dec. 5th. No financial report available. McGhee is waiting for authorization for purchase of RSA server software for continuation of security upgrades for State Link project. Update on TCM-electronic health records.

Phillippi gave an update on office activities and preliminary audit.

Motioned by Hamburg/Grabarski to approve the two part-time clerk typist (AC/DF & County Clerk) job descriptions. Motion carried by unanimous voice vote.

Discussion took place regarding 2015 wages with a 1.5% increase. Motioned by Grabarski/Hamburg to age the wage structure 1.5% effective January 1, 2015, employees will receive 1.5% up to mid-point as well as new hires and forward to Executive Committee. Motion carried by 3 yes, 1 no. Voting no, Grabarski.

Upcoming agenda items; continuation of PMA information options.

Next meeting date will be January 8, 2015 at 4:00 p.m.

Motioned by Hamburg/Grabarski to adjourn at 6:03 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

These minutes have been not approved by the committee.

ADMINISTRATIVE & FINANCE MEETING MINUTES

Thursday, January 8, 2015

4:00 p.m.

Room A160

Meeting was called to order at 4:07 p.m. by Chairman West.

The meeting was properly noticed.

Present was West, Babcock and Grabarski. Excused was Hamburg and Kotlowski. Also present was Zander and Waugh as Recording Secretary.

Motioned by Grabarski/Babcock to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Babcock/Grabarski to approve December 4, 2014 minutes. Motion carried by unanimous voice vote.

Item #8 Continuation of PMA information options; postponed until next meeting date.

Item #9 Treasurer; Zander gave handouts. Noted that delinquent taxes are down.

Item #11 County Clerk/AC/DF; financial handouts were previously given to committee. Committee was asked if they would want to attend any interviews for the two part-time clerk typist (AC/DF & County Clerk) positions and they declined.

McGhee present at 4:20 p.m.

Item #10 MIS; McGhee gave handouts. Discussion took place on purchase of RSA server software for continuation of security upgrades for State Link project and on utilization of MIS fund balance. Motioned by Grabarski/Babcock to approve implementation of the True Time Keeping modules software with Skyward for \$8,105.00 and 2 days of training. Motion carried by unanimous voice vote.

Item #12 Identify upcoming agenda items; Continuation of PMA information options

Next meeting date is set for Feb. 5, 2015 at 4:00 p.m.

Motioned by Grabarski/Babcock to adjourn at 4:49 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Barb Waugh, Deputy Clerk
Recording Secretary

These minutes have not been approved by the committee.

Minutes of Adams Co. Airport Commission December 8, 2014

Meeting called to order at 7:00 PM by acting Chairperson Rocky Gilner.

Members present: Steve Pollina, Jerry Reuterskiold and Rocky Gilner.

Absent excused, Mike Burke and Dave Repinski.

Also present Airport Manager Mike Scott and Airport Groundskeeper Sheldon Sundsmo.

No audience members.

Motion to approve published agenda by Reuterskiold, second by Pollina no discussion, motion carried.

Motion to approve Minutes, as published, of November 10th 2014 Airport Commission by Reuterskiold, Second by Pollina. No discussion. Motion carried.

Report of Airport Manager

Review Correspondence:

Scott presented letter from the Department of Transportation regarding future Airport Improvement Plan.

Letter changing the insurance plan.

Financial Review/ check summary:

Scott reported 92% of the year is over and our budget is only 83% used. Only two categories are above 100% due to unexpected expenditures. Revenues are only 72% of last year.

Motion to accept Airport Managers Report by Reuterskiold, second by Pollina. No discussion. Motion carried.

Groundskeeper Report:

Sundsmo reported that all equipment is in good operating order and ready for winter weather.

Motion to accept Grounds Keeper's report by Reuterskiold, second by Pollina. No discussion. Motion carried.

No audience comments.

Motion to adjourn until 7:00 PM Monday January 12, 2015, by Gilner. Second by Pollina. No discussion. Motion carried.

Meeting adjourned at 7:15 PM.

Respectfully submitted by acting secretary,



Stephen T. Pollina

Minutes not officially approved yet.

ADAMS COUNTY
BOARD OF ADJUSTMENT
MONTHLY MINUTES:
December 17, 2014

Chairman Bob Beaver called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Tom Feller, Vice-Chair; Cathy Croke, Secretary; Bob Benkowski and Bob Krause. Others present were: Zoning Administrator Phil McLaughlin and Cathy Allen, Recording Secretary. Was this meeting properly announced? Mr. McLaughlin stated that it was. Roll Call. Cathy Croke made a motion to approve the Agenda as noticed. Tom Feller seconded the motion. All in favor. Motion carried. Public Hearings: Jacklyn & William Perez -- Variance request to Section 10-4A.01 (c) of the Adams County Shoreland Wetland and Habitat Protection Ordinance to allow additions at a setback of 12'7" from Grove Avenue to a nonconforming residence on property located in the SW ¼, SE ¼, Section 7, Township 17 North, Range 5 East, Lots 11-16, Block 65, 1st Addition to the Dellwood Subdivision at 1949 Grove Avenue, Town of Quincy, Adams County, Wisconsin. (Required setback is 30' from property line or 63' from centerline, whichever measures furthest into the lot.) The Township did not have any objections. Greg Rhinehart of MSA Professional Services was representing Mr. & Ms. Perez. Mr. Rhinehart explained that the existing residence is already nonconforming and is in need of repair to the roof. The owners would like to add two small additions and a single roof over the whole structure. The owners are aware that mitigation will need to be done to meet impervious surface requirements, including rain gutters to a retention pond or rain garden. Discussion was held. Cathy Croke made a motion to grant the Variance with the provision that impervious surface requirements are met. Tom Feller seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. Catherine E. & David S. Elgan – Variance request under Section 3-5.01 of the Adams County Comprehensive Zoning Ordinance to allow a garage addition at a height of 23'5" instead of the maximum 20' allowed on property located in the SW ¼, NE ¼, Section 34, Township 17 North, Range 6 East, Lot 1 of CSM 5784 at 2446 9th Drive, Town of Adams, Adams County, Wisconsin. Supervisor Bill Euclide from the Town of Adams was present to explain that the Town is in favor of granting this because one of the benefits is that it would keep campers and other things from being stored outside. Discussion was held. Bob Krause made a motion to grant the Variance as submitted. Cathy Croke seconded the motion. Roll Call Vote: 5 – Yes. Jennifer M. & Paul P. Schneider – Variance request under Section 3-2.00 of the Adams County Shoreland Wetland and Habitat Protection Ordinance to allow the repair of an existing retaining wall that is within 75' of the Ordinary High Water Mark on property located in the NE ¼, SW ¼, Section 16, Township 20 North, Range 6 East, Lot 25 & Pt. of Lot 24, Deer Lodge Assessor's Plat, NKA Lot 2, CSM 4174 at 1065 S. Archers Way, Town of Rome, Adams County, Wisconsin. The Town had no objections. A letter from Robert & Jeffrie Leahy and a phone message from Gerald Backus with no objections were read into the record. Mr. Schneider was present to explain the request and present pictures. Discussion was held. Bob Benkowski made a motion to grant the Variance as submitted. Tom Feller seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Chairman Beaver closed the Public Hearing portion of the meeting.

Minutes: Cathy Allen presented the Board with the minutes from the November 19, 2014 meeting for their review. Bob Benkowski made a motion to approve the minutes as presented. Cathy Croke seconded the motion. All in favor. Motion carried.

Board of Adjustment
Meeting Minutes
December 17, 2014
Page #2

Correspondence: None.

The next Board of Adjustment Meeting will be January 21, 2015 at 9:30 A.M.

Bob Benkowski made a motion to adjourn. Cathy Croke seconded the motion. All in favor.
Motion carried.

ADJOURNED: 10:16 A.M.

Bob Beaver, Chair

Tom Feller, Vice-Chair

Catherine Croke, Secretary

Bob Krause

Robert Benkowski


Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE BOARD.



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: October 22, 2014

Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Lori Djumadi, Joy Casperson, Sandy Wormet, John Atkinson, Scott Beard, Bob McClyman, Donna Maly, John Wenum, Dave Singer, Charlie Krupa, Renee Greenland, David Moore, and John Earl

Absent: Muriel Harper

Unexcused Absence: None

Staff Present: Susan Tucker, Lisa Williams, Craig Gaetzke, and Jim Dahlke

Opening

1. Motion was made by David Moore to adopt the agenda.
Seconded by Donna Maly. Passed unanimously. **MOTION CARRIED.**

Motion was made by Lori Djumadi to adopt the August 27, 2014 meeting minutes. Seconded by Charlie Krupa. Passed unanimously. **MOTION CARRIED.**

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world.

2. **President's Comments**

John Earl invited everyone to attend the Grand Opening of Rolan's Senior Village in Necedah on October 31st. We will be moving forward with development of Lot 2 in the coming year. The board still has a vacancy for the Low-Income Representative in Dodge County; suggestions for filling the vacancy are encouraged. Adjustments are being made due to funding cuts the agency experienced in the last year.

3. **Executive Director's Report**

Fred invited all board members to attend agency monthly committee meetings. We are searching for someone to fill the Dodge County Low-Income Representative board vacancy. He expressed his gratitude to the board members and managers for all their support. Fred

shared an article reflecting the great work of non-profit agencies. We have assumed the City of Eau Claire Section 8 program increasing our budget by \$1.6 million. There was discussion about the closing of a Minneapolis Community Action Agency due to mismanagement of funds. Fred mentioned the importance of board members and the critical role they play in overseeing the agency.

4. Budget & Finance Report

Jim Dahlke presented the 2015 Projected Budget. Total revenues and expenses reflected \$7,009,400; with Employment & Training at \$80,206, Housing, Energy Assistance & CDBG at \$2,545,468, Food Pantry & Section 8 at \$2,977,992, Homeless Unit at \$532,878, Corporate at \$718,394, and CSBG/Admin at \$154,462.

Motion was made by David Moore to accept the Budget & Finance Report of October 27, 2014. Seconded by Bob McClyman. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. Ad Hoc Committee

John Earl asked for volunteers to conduct the 2014 Executive Director Performance Evaluation & Compensation. Volunteers included John Wenum, Donna Maly, Dave Singer, Renee Greenland, Muriel Harper, and John Earl.

b. PBP Committee

John Earl asked board members to review the PBP Committee report of September 26, 2014. Charlie Krupa called the meeting to order. Roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the August 8, 2014 PBP Committee meeting minutes. Ed presented the Buildings Maintenance & Repairs Report. Motion passed by unanimous vote approving the Buildings Maintenance & Repairs Report. On September 17th, we purchased a foreclosed property in Randolph using our Neighborhood Stabilization Program funds. We have 11 applications for Rolan's Senior Village and the Grand Opening has been planned for Friday, October 31st. The HOME Program has been suspended due to lack of program funds and Community Services Block Grant supporting funds. Fred mentioned a newspaper article highlighting our Jobs & Business Development Program. Renee mentioned the homeless shelter in Baraboo will be opening in November. Muriel mentioned the new Women's/Families Shelter in Beaver Dam is ready to go. The next meeting will be held on October 10, 2014.

John Earl asked board members to review the PBP Committee

report of October 10, 2014. Charlie Krupa called the meeting to order. Roll call was taken with six members present. Motion passed by unanimous vote approving the agenda and minutes of the September 26, 2014 PBP Committee meeting minutes. Ed presented the Buildings Maintenance & Repairs Report. Motion passed by unanimous vote approving the Buildings Maintenance & Repairs Report. The Randolph home purchased through our Neighborhood Stabilization Program may already have a qualified buyer. Rolan's Senior Village is progressing well. Chuck Moran presented two Jobs & Business Development Plans for committee approval. After discussion, motion passed by unanimous vote approving a \$10,000 loan to Generations Dance Academy, LLC. Motion also passed by unanimous vote approving a \$10,000 loan to Bio-Interlink, LLC. Renee mentioned the "Empty Bowls" created at our August board meeting were being sold at Fermentation Fest in Reedsburg over the weekend. Committee members mentioned it would be helpful to have ID Badges so people can identify them as members of CWCAC. Raffle tickets are now available for the Holiday Train which will take place in early December. The Turkey Raffle will take place in November. The next meeting will be held on Friday, October 31, 2014.

Motion was made by John Wenum to accept the PBP Committee Reports of September 26, 2014 and October 10, 2014. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

c. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of September 26, 2014. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the August 8, 2014 EPF&A Committee Meeting with the revisions of changing the word "Rep" to "Representative" in numbers 3 and 12. The committee went into Closed Session by unanimous roll call vote for the purpose of discussing Personnel Issues. The committee resumed in Open Session. Kari presented the Finance Report which reflected Weatherization and Section 8 as our largest programs and also a summary of funding for Rolan's Senior Village. On September 17th, we purchased a foreclosed property in Randolph using our Neighborhood Stabilization Program funds. The HOME Program has been suspended due to lack of program funds and Community Services Block Grant supporting funds. Community Action Agency boards may soon be required by the government to receive Results Oriented Management & Achievement (ROMA) training. The Grand Opening for Rolan's Senior Village will be held on Friday, October 31st. The next meeting will be held on October 10, 2014.

John Earl asked board members to review the EPF&A Committee report of October 10, 2014. John Earl called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda and minutes of the September 26, 2014 EPF&A Committee Meeting. Fred reported we received correspondence

from the Weatherization staff member who was recently laid off and replied specifying the layoff was due to budget considerations. Jim presented the 2015 Projected Budget. A copy of the Strategic Plan was distributed for review prior to the next meeting and a copy of the Organizational Standards of Excellence which all Community Action agencies should be complying with. Fred presented a newspaper article reflecting negative notoriety of a Community Action Agency in the Minneapolis area. John Earl mentioned how important our board members are and the excellent job they do at our agency. Rolan's Senior Village Grand Opening will take place on October 31st. Dave Singer volunteered to lead an Ad Hoc Committee for the Executive Director's Annual Performance Evaluation & Compensation; John Earl will put a team together. The next meeting will be held on November 21, 2014.

Motion was made by Charlie Krupa to accept the EPF&A Committee Reports of September 26, 2014 and October 10, 2014. Seconded by Joy Casperson. Passed unanimously. MOTION CARRIED.

6. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction

Craig Gaetzke presented the Weatherization report reflecting the beginning of the 2014 Weatherization contract. Total clients served were 38 including 153 audits done and a service goal of 202. To date 20 freezers/refrigerators, 9 furnaces, and 9 water heaters were installed. Susan Tucker presented the Homeless Unit Report. From January through September of 2014 we served 426 clients compared to 576 in 2013; and number of motel vouchers given out was 56 with the cost of motel stays at \$2,851. The new Women's/Families Shelter in Beaver Dam is up and running. The Men's Shelter in Beaver Dam opened its doors on October 1st. We continue to be busy with the Project Chance Transitional Housing Program. Susan was instrumental in our agency receiving additional funding to assist three to four transitional housing clients and ten to twelve rapid re-housing clients in Sauk County expanding the number of people we can assist. Lisa Williams presented the Hunger Reduction Program Report. She continues to be very busy spending most of her time on the City of Eau Claire Section "8" Housing Choice Voucher Program. To date all 16 Food Pantries have served 53,124 households including 97,541 adults, 46,179 children, and 143,720 individuals with 2,297,327 pounds of non-USDA commodities. We currently have 172 Section 8 vouchers; we also administer 8 port-ins totaling 180 vouchers over six counties, Adams, Columbia, Jefferson, Marathon, Rusk and Taylor Counties. There are currently 324 Section 8 vouchers leased out for the City of Eau Claire.

Motion was made by Donna Maly to accept the Weatherization, Homeless, and Hunger Reduction reports of October 22, 2014. Seconded by David Moore. Passed unanimously. MOTION CARRIED.

7. Old Business

None

8. New Business

Motion was made by John Wenum to approve the proposed motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves submission of the 2015 Community Services Block Grant Application recognizing CSBG dollars as base and core sources of funding with continued use of those funds to develop and strengthen programs that assist local communities in their pursuits to combat and reduce poverty." After discussion, seconded by Renee Greenland. Passed by unanimous vote. MOTION CARRIED.

Motion was made by Dave Singer to approve the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, Finance & Audit Committee recommendation of approving the 2015 Proposed Budget." Seconded by Bob McClyman. Passed unanimously. MOTION CARRIED.

9. Next Meeting

Wednesday, December 17, 2014 @ 10:00 a.m.

10. Adjourn

Lori Djumadi made a motion to adjourn. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

Signed by:



Fred Hebert, Executive Director

October 24, 2014

Date

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, December 16, 2014 6:00 p.m.

Called to Order by Chairman West at 6:02 p.m.

The meeting was properly announced.

There was a Moment of Silence followed by the Pledge of Allegiance.

Roll Call of Supervisors: Dist. #02 Rocky Gilner; Dist. #04-Larry Borud; Dist. #05-Jerry Kotlowski; Dist. #06-Barb Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Robin Skala; Dist. #09-Dan Wysocky; Dist. #10-Jake Roseberry; Dist. #11-Robert Eggebrecht; Dist. #13-Florence Johnson; Dist. #14-Marjorie Edwards; Dist. #16-Robert Grabarski; Dist. #17-Lori Djumadi; Dist. #18-John West; Dist. #19-Dave Repinski; Dist. #20-Paul Pisellini. Excused: Dist. #01-Mark Hamburg; Dist. #03-Larry Babcock; Dist. #12-Heidi Roekle; Dist. #15-Jack Allen.

Motioned by Wysocky/Morgan to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Repinski/Eggebrecht to approve the November 18, 2014 minutes. Motion carried by unanimous voice vote.

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Borud, Djumadi, Edwards, Eggebrecht, Johnson and Kotlowski.

Public Participation: Bev Ward spoke regarding the Ad Hoc Organizational Structure meeting minutes from 11/19/14.

Claims: None

Correspondence: None

Appointments: None

Present: Hamburg at 6:05 p.m.

Unfinished Business: Motioned by Repinski/Djumadi to bring back Res. #142-2014 for correction. Motion to bring back Res. #142-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle. Motioned by Repinski/Djumadi to amend Res. #142-2014, lines 10 & 18 by changing Gordon to *Golden*. Motion to amend Res. #142-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle. Motioned by Repinski/Djumadi to adopt amended Res. #142-2014. Motion to adopt amended Res. #142-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

New Business: None

Reports and Presentations: A verbal/PowerPoint presentation on drugs was given by Sam Wollin. A report from Daric Smith (RIDC) was put in all the Supervisor's mailboxes. An ACDof/County Clerk report was put in all the Supervisor's mailboxes. Djumadi gave an update on the Ad Hoc Organizational Structure meetings. Motioned by Johnson/Djumadi to approve the Town of Rome the Amendment No. 2014-21, Sec. 10.26 Swimming Pools. Motion to approve the amendment carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Resolutions:

Motioned by Eggebrecht/Johnson to adopt Res. #160-2014 thru Res. #162-2014.

Res. #160: To recognize Chris Saloun's retirement on January 9, 2015, and honor her 12 years of service to Adams County and the Health & Human Services Office

Res. #161: To recognize Linda Gilman's retirement on December 31, 2014, and honor her 32 years of service to Adams County and the Health & Human Services Office

Res. #162: To recognize Julie Goodhue's retirement from Adams County, Wisconsin on December 10, 2014, and honor her 37 years of service to the Register of Deeds Office and Adams County

Motion to adopt Res. #160-2014 thru Res. #162-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Recess: Motioned by Djumadi/Wysocky to recess at 7:07 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order by Chairman West at 7:18 p.m. 17 present, 3 excused. Excused, Allen, Babcock and Roekle.

Res. #163: Motioned by Johnson/Hamburg to adopt Res. #163-2014 to approve the feasibility study/report for the county landfill expansion project. Motion to adopt Res. #163-2014 carried by roll call vote, 16 yes, 1 no, 3 excused. Voting no, Djumadi. Excused, Allen, Babcock and Roekle.

Res. #164: Motioned by Johnson/Hamburg to adopt Res. #164-2014 to Convey Highway Right-of-Way Title to the Wisconsin Department of Transportation. Motion to adopt Res. #164-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Res. #165: Resolution to approve out-of-state travel and accommodations for the Public Health Nurse Supervisor and one Public Health Nurse to Indianapolis, IN from January 20th to 24th, 2015. **Pulled.**

Res. #166: Motioned by Pisellini/Stuchlak to adopt Res. #166-2014 to authorize the application on behalf of Adams County to apply for a grant of \$25,000 from the WDNR Lake Grants program to fund necessary activities to update the lake management plans in the county to comply with the new rules for aquatic plant management and lake management plans. These updates are required for future grant eligibility. Motion to adopt Res. #166-2014 carried by roll call vote, 16 yes, 1 no, 3 excused. Voting no, Grabarski. Excused, Allen, Babcock and Roekle.

Res. #167: Motioned by Pisellini/Wysocky to adopt Res. #167-2014 to authorize the application on behalf of Adams County to apply for a grant of \$16,200 from the WDNR Lake Grants program to fund necessary activities to assess the Mason Lake Social Science Management needs and use the finding to aid in resolving the nutrient loading into Mason Lake and update the Mason Lake Management Plan for the Mason Lake District. Motion to adopt Res. #167-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Res. #168: Motioned by Pisellini/Stuchlak to adopt Res. #168-2014 to authorize the application on behalf of Adams County to apply for a grant of \$28,680.00 from the WDNR Lake Classification program to fund the purchase of the mapFeeder software which is a web-based task tracking system that will allow the Land and Water Department to map and track nutrient management, deforestation, water quality monitoring, erosion control permit inspections, scheduled dam inspections and maintenance activities as well as managing location-based assets and tasks such as permits, work orders etc. Motion to adopt Res. #168-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Ordinances:

Ord. #20: Motioned by Stuchlak/Kotlowski to enact Ord. #20-2014 to rezone a parcel of land located in the NW ¼, NW ¼, Section 8, Township 16 North, Range 7 East, Lot 1 of CSM 287 at 2514 6th Avenue, Town of New Chester, Adams County, Wisconsin, from an R1 Single Family Residential District to an I-1 Industrial District, owned by Wisconsin Gas, LLC. Motion to enact Ord. #20-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Ord. #21: Motioned by Stuchlak/Morgan to enact Ord. #21-2014 to rezone a parcel of land located in Pt. of the E ½, NE ¼, Section 36, Township 15 North, Range 7 East, on 1st Court, Town of Jackson, Adams County, Wisconsin, from an A1 Exclusive Agriculture District with a portion to an A1-15 Exclusive Agriculture District (27.67 acres) and the remainder (approximately 10 acres) to an A3 Secondary Agriculture District to allow the property to be split, owned by Baraboo National Bank, along with Travis Lindner. Motion to enact Ord. #21-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Ord. #22: Motioned by Stuchlak/Gilner to enact Ord. #22-2014 to rezone a parcel of land (20 acres) located in the W ½, NE ¼, NW ¼, Section 22, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin, from an A1 Exclusive Agriculture District to an A1-15 Exclusive Agricultural District, owned by Kenneth E. Crothers. Motion to enact Ord. #22-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Ord. #23: Motioned by Grabarski/Hamburg to enact Ord. #23-2014 to rezone a parcel of land (20 acres) located in the E ½, NE ¼, NW ¼, Section 22, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin, from an A1 Exclusive Agricultural District to an A1-15 Exclusive Agricultural District, owned by Marie K. Crothers. Motion to enact Ord. #23-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Ord. #24: Motioned by Stuchlak/Eggebrecht to enact Ord. #24-2014 to rezone a portion of a 52.75 acre parcel (approximately 4.5 acres) located in the NE ¼, SW ¼ & the W ½, SE ¼, Section 8, Township 15 North, Range 6 East, Lot 1 of CSM 4527 at 1155 Fern Lane, Town of Springville, Adams County, Wisconsin, from an A1 Exclusive Agriculture District to an R1 Single Family Residential District to allow the property to be split, owned by Timothy Gray. Motion to enact Ord. #24-2014 carried by roll call vote, 17 yes, 3 excused. Excused, Allen, Babcock and Roekle.

Denials: None

Petitions: None

Motioned by Kotlowski/Edwards to approve claims. Motion carried by unanimous voice vote.

Motioned by Djumadi/Johnson to approve Per Diem and Mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Djumadi to have the County Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

The next meeting date will be January 20th, 2015 at 6:00 p.m.

Motioned by Wysocky/Repinski to adjourn at 8:45 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Adams County Clerk

These minutes have **not** been approved by the committee.

CP\ck

**Executive Committee Meeting
December 9, 2014 – 9:00 a.m.
Adams County Courthouse, Conference Room A-260**

Minutes

Joe Stuchlak, Chair, called the meeting to order at 9:00 a.m.

The meeting was properly announced.

Pledge of Allegiance.

Committee members present: Joe Stuchlak, Larry Babcock, Florence Johnson, and Jack Allen. John West is excused.

Others present: Corporation Counsel Kenneth Wagner; County Clerk Cindy Phillippi; HHS Director Diane Cable; and Recording Secretary Diane Heider. Personnel Director, Marcia Kaye is excused but available by telephone if needed.

Motion by Johnson, seconded by Allen to approve the Agenda. Motion carried by unanimous vote.

Motion by Allen, seconded by Babcock to approve Minutes of the November 4, 2014 Executive Committee meeting. Motion carried by unanimous vote.

There was no public participation.

There was no new correspondence.

Item 9: Discuss and/or act on developing a Compensation Plan Administration Policy. Discussion. Motion by Allen, seconded by Johnson to postpone this item until the January 2015 Executive Committee meeting. Motion carried by unanimous vote.

Item 10: Discuss and/or act on Job Description for Manager of Information Systems position. Discussion. Motion by Allen, seconded by Babcock to approve the job description with the following changes: (1) include the name of the committee to which the position reports; (2) include at paragraph 6 of the job description, the duty to communicate with the County Board regarding updates. Motion carried by unanimous vote.

Item 11: Discuss and/or act on revising Adams County Employment Policy, Reclassification Policy Document Number Six, Section One to include specific dates for application and approval of reclassification. Discussion. Current policy needs no change. No action taken.

Diane Cable left the meeting.

Item 12: Discuss and/or act on revising County Board Rule 20: Attendance, Paragraph C. Planning & Zoning Committee should discuss this issue prior to consideration by the Executive Committee. Motion by Johnson, seconded by Allen to refer this item to the Planning & Zoning Committee. Motion unanimously carried.

Item 13: Discuss and/or act on implementation of wage structure and 1.5% increase. Discussion. Motion by Allen, seconded by Babcock that the Executive Committee concur with the Administrative & Finance Committee to age the WIPFLI wage structure by 1.5% for 2015 effective January 1, 2015; and that employee wages be increased by 1.5% up to and including Midpoint. Motion unanimously carried.

Motion at 9:55 a.m. by Allen, seconded by Babcock to recess for five minutes. Motion unanimously carried. Stuchlak called the meeting back to order at 10:00 a.m.

Motion by Allen at 10:00 a.m., seconded by Babcock to convene in closed session pursuant to Wis. Stats. §19.85(1)(e) to discuss and/or act on pending negotiations with WPPA Union Local 355. Motion unanimously carried. The recording secretary left the room. Motion by Babcock at 10:38 a.m., seconded by Johnson to reconvene in open session. The recording secretary returned to the open meeting. Motion carried by unanimous vote. No motions were made post-closed session.

Corporation Counsel gave a verbal report of Corporation Counsel Department activities, including department representation, court actions, case load and office management. Wagner will assume Child Support representation in January 2015 and hearings which are already scheduled through November may conflict with the Executive Committee meetings. Wagner will submit his written report and attend Executive Committee meetings as allowed between court hearings. Discussion regarding improving the Truancy enforcement process by changing the mindset of parents and children at an early age to become more responsible.

Personnel Director was excused. Her monthly report handout was distributed and discussed.

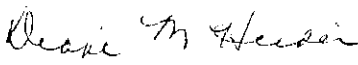
Motion by Allen, seconded by Babcock to approve vouchers. Motion unanimously carried.

The next meeting is scheduled for January 13, 2015 at 9:00 a.m.

Action items for next meeting: Closed session regarding negotiations with WPPA Local 355; Compensation Plan Administration Policy; revision of County Board Rule 20 if referred back from Planning & Zoning Department. The Committee agreed that Corporation Counsel can attend as his Child Support schedule permits.

Motion by Allen, seconded by Johnson to adjourn the meeting at 10:45 a.m. Motion carried by unanimous vote.

Respectfully submitted,


Diane M. Heider
Recording Secretary

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – December 5, 2014**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Heidi Roekle at 9:00 a.m.

Roll Call of Board Members: Heidi Roekle, Teresa Harvey-Beversdorf, Fran Dehmlow, Jack Allen, Lori Djumadi, Deb Johnson-Schuh, Rocky Gilner and Robert Grabarski.

Health & Human Services Staff: Diane Cable, Donna Richards, Cindi Flynn, Sarah Grosshuesch, Wendy Pierce, Kelly Oleson, Diane Osborn, and Ruth Horndasch. Absent excused: Sherrie Manning and Tom Charles

Veterans Services Staff: Richard Schlichtmann. Absent excused: Steve Dykes

Approval of Agenda & Compliance with Open Meetings Law

Motion was made by Harvey-Beversdorf/Gilner to approve the meeting agenda. Motion carried by UVV. Motion was made by Djumadi/Gilner to amend the meeting agenda to strike item #10. Motion carried by UVV.

Approval of Minutes of November 7, 2014

Motion was made by Allen / Johnson-Schuh to approve the November 7, 2014 minutes with the correction on item #5 to strike Supervisor and insert ADRC & Aging Manager. Motion carried by UVV. Supervisor Grabarski abstained.

Public Comment – No comments.

Correspondence – Letter of thanks received by ADRC & Aging Manager Richards commending Meals on Wheels volunteers.

Announcements – None.

Veterans Service

1. **Review and approval of October 2014 Veterans Service vouchers and financial report.** Tabled until the January meeting.
2. **Veterans Service Officer's report.** Tabled until the January meeting. Deputy VSO Rick Schlichtmann introduced himself to the HHS Board. Schlichtmann is working with other county Veterans Services offices to assist him during Veterans Service Officer Dykes absence. The HHS Board welcomed Deputy VSO Schlichtmann to Adams County.

Health & Human Services

1. **Review & Approval Health & Human Services Vouchers & Financial Report.** A discussion was held and a motion was made to approve the October 2014 Health & Human Services vouchers and financial report by Harvey-Beversdorf/Allen. Motion carried by UVV.
2. **Director's Report & Managers Narratives.** A written report was submitted to the HHS Board prior to the meeting. A brief discussion was held and Director Cable added that two Behavioral Health Therapists resigned and that there is a vacancy in Child & Family Services. Cable hopes to fill these positions quickly. Supervisor Djumadi requested to evaluate if it is efficient to contract out services for Behavioral Health. Director Cable stated that all programs are routinely evaluated for efficiency.

Supervisor Grabarski commented on the positive response to the group meeting report from Children & Family Services Manager Oleson. Manager Oleson explained that the group is comprised of court mandated participants that are fully engaged and enjoying the program.

Supervisor Grabarski asked Economic Support Manager Flynn if there was a penalty or restitution applied to fraud cases. Manager Flynn explained that restitution or a tax intercept could be enforced. Additionally, if on Food Share the State may take 10%.

3. **Administration – Discussion of Public Access to the HHS Building.** Director Cable explained the request to lock the ADRC public access entrance to better serve our clients. Having one entrance would efficiently route clients and enable clients to be made aware of all the services that are available to them. ADRC Manager Richards added that a front reception area was mandated for the ADRC and that the front reception desk would accommodate that mandate. Director Cable is looking for HHS Board support to forward the request to the Property Committee. A discussion was held and a motion was made by Djumadi/Johnson-Schuh to approve locking the public entrance in the ADRC and to send the recommendation to the Property Committee for review. Motion carried by UVV.
4. **Administration – Update on Implementation of Electronic Health Record System (TCM) The Clinical Manager.** Director Cable explained that our contracted service person through Three Pillars has taken a new job and that a replacement with a different skill set is being sought. The County MIS Director is helping to find a replacement locally and an LTE position is also being considered. TCM needs to be implemented in Long Term Support, Behavior Health billing, Public Health and the ADRC.

5. **Economic Support – Update on Energy Assistance Program.** CWCAC has been given a 30 day notice. Energy Services Inc will take over the energy assistance program on December 15, 2014. Energy Services Inc. was recommended by the State and is located on Main Street. Supervisor Allen has concerns with this change. Economic Support Manager Flynn assured Supervisor Allen that the transfer of service will go smoothly. Ads will be placed in local papers and calls will be forwarded so there will be no lapse in service. A mass mailing will be sent out the week of December 8th to identified clients and information will be placed in the Advocate.
6. **Long Term Support – Discussion of resolution for Family Care Approval & Transition.** Director Cable read the proposed resolution to transition to Family Care to the Board. The process to move to Family Care began in 2006 but was put on hold by the Governor in 2011. The State recently put money back into the budget to resume the process that is mandated. Supervisor Grabarski & Djumadi asked that line 20 be updated to include all counties to date as of January 1, 2015 making the total 64 and to clarify if using a tax levy or fund balance for lines 79 & 80. Director Cable will update the resolution and add to the January agenda for discussion and approval of the resolution.
7. **Public Health – Discussion and approval of resolution for retirement of Chris Saloun.** A brief discussion was held and a motion was made to accept the resolution to recognize Chris Saloun's retirement on January 9, 2015, and to honor her 12 years of service to Adams County by Grabarski/Allen. Motion carried by UVV.
8. **Public Health – Discussion, update and or act of filling the physician vacancy on the HHS Board.** This item has been tabled until the January Board Meeting.
9. **Public Heath – Discuss and approve out of State Travel resolution for Public Health Nurse and Public Health Nurse Supervisor.** A brief discussion was held and a motion was made to approve the State Travel Resolution for the Public Health Nurse and Public Health Nurse Supervisor by Allen/Grabarski. Motion carried by UVV.

Next Regular Meeting Date – Friday, January 9, 2014 @ 9:00 a.m.

Motion to adjourn at 10:16 a.m. by Allen / Djumadi. Motion carried by UVV.

*These minutes have not yet been approved by the committee.
Minutes respectfully submitted by Ruth Horndasch.*

Heidi Roekle – Chairperson

Ruth Horndasch

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

P27

**THURSDAY, DECEMBER 11, 2014 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock ~ Chairperson
Florence Johnson ~ Vice-Chairperson
Jake Roseberry
Dan Wysocky
Mark Hamburg

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Dale Reichhoff,
Greg Lindner, Jason Lindner, Travis Lindner, Bob Buerger,
Ken Huber, Everett Johnson and Jeff Abramson.

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, December 11, 2014.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, ROSEBERRY, WYSOCKY AND HAMBURG. ALL MEMBERS PRESENT.

APPROVAL OF AGENDA: *Motion by Wysocky to approve the Agenda as presented, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETING (NOVEMBER 13, 2014): *Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for November 13, 2014 Regular Monthly Meeting, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Review & Act on County Road P Preliminary Design

REVIEW & ACT ON COUNTY ROAD P PRELIMINARY DESIGN: Jeff Abramson – Ayres Associates presented the preliminary alignments of 40 MPH and 55 MPH curves, discussed minimum design standards and possible alternatives. Public participation concerning the County Road P Construction Project had positive and negative comments. *Motion by Roseberry to implement the 40 MPH minimum curve design for the County Road P Construction Preliminary Design, second by Wysocky. Discussion. Motion by Hamburg to amend the motion to pursue an exception to the design standard for the entire County Road P Construction Project. Hamburg asked that his amendment to the motion be withdrawn. ROLL CALL VOTE: Babcock – YES, Johnson – YES, Roseberry – NO, Wysocky – YES and Hamburg – NO. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
DECEMBER 11, 2014 ~ 9:00 A.M.**

REVIEW & ACT ON STATE OF WIS. DEPT OF TRANSPORTATION TMA (TRAFFIC MAINTENANCE AGREEMENT): Commissioner reviewed with the Highway Committee the Wis. Dept of Transportation 2015 State Traffic Maintenance Agreement for South West Region Pavement Marking. *Motion by Hamburg to approve and sign the 2015 South West Region Pavement Marking Traffic Maintenance Agreement (TMA) for the amount of \$210,000.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Installing Snow Fence (State and County)
- Winter Maintenance
- Calcium Chloride Spill
- New Paint Truck is here

FINANCIAL REPORT: *Motion by Hamburg to approve the November 2014 Financial Report as audited, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. *Motion by Hamburg to approve the Monthly Check Summary report as presented, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- 2015 General Engineering Contract

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Wysocky, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, January 8, 2015 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:15 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

LAND & WATER CONSERVATION COMMITTEE MEETING

P29

**December 8, 2014 -- 1:00 P.M.
Courthouse Conference Room: A231**

Minutes

The meeting was called to order by Chair Stuchlak at 1:00pm. Pledge of Allegiance was conducted. Harrison stated that the meeting was properly announced.

Present: Joe Stuchlak, Heidi Roekle, Barb Morgan, Onie Karch, Paul Pisellini, Dan Wysocky, Kevin Bork, Wally Sedlar, Chuck Sibilsky, Michelle Harrison were all present. Shannon Rhode arrived at 1:07pm.

Concerned citizens: Dave Skala,

Motion by Roekle/Wysocky to approve the agenda. Motion carried by unanimous vote.

Motion by Karch/Pisellini to approve the minutes of November 3, 2014. Motion carried by unanimous vote.

Public participation as we go.

Report on Wildlife Abatement. None

Report on NRCS. None

Report on WNDR- None

Report on L&WC department activities- report was in committee packet.

Report on Central Wisconsin Windshed Partners- Meeting is next week Thursday. Joe Piechowski, chairman of the Central WI Windshed partners passed away last week. Shannon gave an update for 2014. They met their goal of 15.5 miles of windshed planted for 2014. They had several other projects that took place in 2014- several field plantings. He stated that weather wise this was one of the best years on record. The wet conditions were great for planting the trees; when he did inventory in the fall there were approximately 1100 trees that will need to be replanted in the spring.

Report on Golden Sands Resource Conservation and Development- Stuchlak attended the last meeting. Golden Sands yearly dues increased from \$250 to \$300, as well as the Admin fees increased from 15% to 18%. Taylor County was added. Currently there are a couple of staff vacancies.

Report on USDA Farm Services Agency- Bork stated that they met last week Thursday. The Farm Service Agency is also having an informational meeting to explain the Farm Bill on Dec 16, 2014.

Report on Duck Creek Activities- Skala reported that at their last meeting they discussed the presentation that was given by Tracy Hames, Executive Director of Wisconsin Wetlands Association. Their next meeting is December 18th, 2014.

Financial report- Sedlar discussed the cost of the dam gates that need to be purchased and how that will affect the budget. He is still researching cost prior to purchasing. Evans lodging costs came out of Land and Water budget when the costs should have come out of the AIS grant. Motion by Roekle/Morgan to approve the financial report with the lodging amended. Motion carried by unanimous vote.

THESE MINUTES HAVE BEEN APPROVED

Discuss and/or act on resolution to apply for a grant through WDNR to update lake management plans in Adams County. Sedlar explained the purpose for applying for the grant. Discussion took place. Motion by Roekle/Pisellini to approve the application for the WDNR grant to update the lake management plans for Adams County. Motion carried by unanimous vote.

Discuss and/or act on resolution to apply for a grant through WDNR to assess Mason Lake Watershed. Discussion took place—Sedlar gave a brief overview of the Lake Mason project. Motion by Morgan/Pisellini to approve the application for the Lake Mason grant. Motion carried by unanimous vote.

Discuss and/or act on resolution to apply for a grant through WDNR to purchase the mapFeeder software. Handouts were given that explained the mapping/tracking software. Sedlar explained the need for Land and Water to have this software. Sedlar will be attending a seminar on Dec 18, 2014 that will explain the software in more detail. However the deadline for the grant application is Dec 10, 2014. Motion by Bork/Karch to approve the application for the mapFeeder software. Motion carried by unanimous vote.

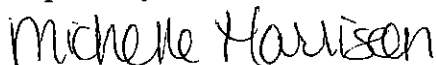
Discuss and/or act on SWRMP cost share agreements. Sibilsky explained the five Nutrient Management cost shares—Hinze \$2007.60, Melichar \$1598.80, Hembel \$3004.40, Bula \$1927.52 and \$5858.16. Motion by Bork/Pisellini to approve all five cost shares. Motion carried by unanimous vote.

Communications: Harrison stated that we have already received \$1200 in sales for the tree and shrub sale. This year we sent out order form two months earlier. Total Phosphorus report for 2013 was sent around. A site in Adams County received a grant to test for TP in 2013 and 2014. Three sites were applied for 2015. Sedlar discussed the Spray Irrigation Ordinance that went to County Board last month. Sedlar explained that money will need to be spent to identify the property boundaries for Fawn, Cottonville and Camelot dams. At Fawn Lake the stakes have been pulled several times. Dec 10, 2014 the Citizen Advisory Group for the LWRMP will meet at 2pm. On Jan 13, 2015 Planning and Zoning will hold an informational meeting at the Community Center in regards to the formation of the Forestry Zoning District.

Next meeting date: January 12, 2015 at 1:00pm in room A231.

Motion by Roekle/Bork to adjourn at 2:16p.m. Motion carried by unanimous vote.

Respectfully submitted,



Michelle Harrison
Recording Secretary

THESE MINUTES HAVE BEEN APPROVED

ADAMS COUNTY LANDFILL ADVISORY COMMITTEE

**MONDAY, DEC. 15, 2014, 7:00 P.M.
STRONGS PRAIRIE TOWN HALL**

Members Present: Dennis Erickson, St. Pr. Town Chair
Myrna Diemert, SW Director/Recycling Coordinator
Larry Gasienica, Preston Town Representative
Kaye Olson-Martz/Citizen Member

Others Present: Florence Johnson, SW Committee Chair

CALL TO ORDER, ROLL CALL & APPROVAL OF AGENDA: The meeting of the Solid Waste Advisory Committee was called to order by Chairperson, Dennis Erickson at 7:06 P.M.. All Committee members present.

There were no additions or changes to the agenda.

APPOINTMENT OF CITIZEN MEMBER TO FILL VACANCY: Chair Erickson announced that Kay Olson-Martz has been appointed as Citizen Member to fill Nancy Wical's vacancy. Ms. Diemert welcomed Ms. Olson-Martz and gave her a packet of landfill ordinances and minutes for review.

MINUTES: Ms. Diemert presented the minutes of the May 19, 2014 Advisory Committee Meeting. *Motion by Gasienica, second by Diemert, to approve the minutes of the May 19, 2014 Advisory Committee Meeting as corrected. All in favor. Motion carried.*

UPDATE ON OPERATIONS/SITE REPORT: Ms. Diemert then reported on the following items:

RECYCLING: Recycling markets have remained stable. Baled recyclables, scrap metals, tires, appliances, fluorescent bulbs, glass aggregate, batteries, and waste oil/antifreeze are being shipped regularly. We have recently added #3-#7 plastics back into the recycling program as well as drink boxes and cartons. Recycling volumes are still exceeding required amounts and the reject materials are still very low. We are working on improving the quality of the recyclables picked up comingled and keeping bags out of the trucks as these plug the system. We are asking that people put loose recyclables out in bins or boxes without being in bags.

We created a Recycling Manager position and contracted with Nicolet to provide contracted labor. This is working well as continuity in staff produces a better quality product and we get higher prices. We still utilize the Huber workers.

REVENUES & TIPPAGE: Garbage tippage for 2014 is 41% higher than last year. See attached Tippage Reports. Much of this is from the added out-of-county waste.

Of this, the "free" garbage tipping portion to Strongs Prairie was **693.29 tons (\$41,597.40)**.

2013 - 745.6 tons = \$ 44,736
 2012 - 876.04 tons = \$ 41,174
 2011 - 1,732.43 tons = \$105,745 (due to the tornado)
 2010 - 922.92 tons = \$ 55,375
 2009 - 838.34 tons = \$ 50,300

The Town of Jackson, Village of Coloma, and Village of Oxford curbside pickup is going very well. The City of Adams, Village of Friendship and Dell Prairie contracts were given to Clark Disposal and are coming to the County Landfill. The Federal Prison at Oxford is now hauling their own waste using their own equipment which frees up our employees for other new customers. The Village of Oxford has chosen to go with another waste hauler 1-1-15.

Since the beginning of the year there were 999 roll-off containers leased out to private citizens and contractors bringing in \$190,625 in revenue.

2013 - 978 containers = \$188,750
 2012 - 1123 containers = \$168,450
 2011 - 1200 containers = \$178,175

This does not include the tipping.

We have also had 1,484 town drop-off site container switch-outs through the year bringing in \$86,530.

2013 - 1,379 --\$80,210
 2012 - 1,424 --\$77,020
 2011 - 1,377 --\$80,180

The new Ordinance requiring all waste from Adams County come to Adams County is going well. We have several haulers who got permits for 2015, along with a new hauler in WI Dells area.

Overall our budget for 2014 looks very good. Thru November we have brought in \$2,621,653 in revenues (104.01% of our budget) and our expenses are at \$2,247,126 (89.15% of the budget). We are showing a **PROFIT** of \$374,526.87. This is a \$403,596 improvement over last year at this time as we had a loss of -\$29,069 at this time last year. This reflects the additional revenues brought in from Out-of-County which we needed in order to justify expanding our landfill.

OUT-OF-COUNTY WASTE: \$508,961.81 in revenues has been seen in 2014 for out-of-county waste.

Garbage tonnage from Out-of-County in 2014 is 10,947 Tons. Strongs Prairie will be paid .50 for each ton of waste brought in for any out-of-county waste each year over 5,000 (estimated at \$3000 for 2014). The County is requesting that the cap of 10,000 tons per year be raised as this is hard to limit and may affect haulers decision to come here.

2013 - 4,644 Tons = \$278,666
 2012 - 2,160 Tons = \$176,169
 2011 - 1,575 Tons = \$127,637

138 leased roll-off containers out-of county also brought in \$44,250 in 2014.

INSPECTIONS: Landfill related inspections passed without violations or citations issued.

Groundwater monitoring again showed road salt chemicals in some wells, some of which are not down-gradient to the landfill and could be normal groundwater fluctuations and/or road run-off. VOC's were not detected. Methane gas was not detected.

All scale and fuel system mandatory inspections passed without any violations, problems or citations. No other areas of concern were found or violations noted.

LANDFILL IMPROVEMENTS: No major improvements were made to landfill buildings or grounds.

LANDFILL CONSTRUCTION UPDATE: We have been working on the final ½ of the liner for Cell #4. This will be completed in the spring as weather caused delays. This cell is expected to last until 2021. We are in the process of getting County Board approval to continue with landfill expansion. A landfill study was completed by Dr. Razvi and shows that continuing with landfill expansion is the best option for our County and the Town of Strongs Prairie. A centralized landfill is still the lowest cost and most convenient for our citizens. We will be taking a resolution to County Board on Dec. 16th for this approval.

OTHER SPECIAL EVENTS: The ½ price appliance and tire roundup and Hazardous Waste Clean Sweep/Pharmaceutical Collection was held on July 26th.

OTHER: The County budget for 2015 has been approved. Of the \$3,281,103 budget only \$78,570 is on the tax levy which is a reduction of 28.7% decrease from last year. Our budget is .455% of the total county tax levy. \$97,000 is from recycling grants and \$3,105,533 from customer revenues.

CONSIDERATIONS TO STRONGS PRAIRIE: Since the first of the year thru the December 12th, the citizens of Strongs Prairie have received the following at no charge:

2014 693.29 tons of garbage = \$41,597.40
 8.61 tons of clean concrete = \$86.10
 29.6 tons of yard waste = \$1,182.40

Total consideration since the first of the year to Strongs Prairie as the host community for 2014 is \$42,865.90. This does NOT include the landfill employees servicing the drop-off site at no charge per our agreement.

2013 745.6 tons of garbage = \$44,736.30
 40.61 tons of brush = \$1,827.45
 350.48 tons of clean concrete = \$3,504.80
 159.69 tons of stumps = \$2,395.35
 24.035 tons of yard waste = \$961.40

Total consideration since the first of the year to Strongs Prairie as host community for 2013 is \$53,425.30. This does not include the "free service" at the drop-off site.

2012 876.04 tons of garbage = \$52,562.61

82.42 tons of brush = \$3,709.90

17.82 tons of clean concrete = \$445.50

158.49 tons of stumps = \$2,377.35

37.05 tons of yard waste \$1,481.80

Total consideration since the first of the year to Strongs Prairie as host community for 2012 is \$60,576.16 plus the free service at the drop-off site.

2011 1,732.43 tons of garbage = \$81,424.21

136.08 tons of brush worth \$6,123.60

19.93 tons of yard waste worth \$797.20.

Total consideration since the first of the year to Strongs Prairie for 2011 is \$88,345.01.

2010 922.92 tons of garbage worth \$43,377.

70.54 tons of brush worth \$3,174.30

15.09 tons of yard waste worth \$603.60

Total consideration since the first of the year to Strongs Prairie for 2010 is \$47,155.14.

2009 681.41 tons of garbage worth \$33,457.23

32.82 tons of brush worth \$1,312.80

12.99 tons of yard waste worth \$454.65

Total consideration since the first of the year to Strongs Prairie for 2009 is \$33,224.68.

2008 588.2 tons of garbage, worth \$27,704.22

66.53 tons of brush worth \$2,328.55

15.08 tons of yard waste worth \$452.40

Total consideration since the first of the year to Strongs Prairie for 2008 is \$30,485.17.

2007 1218.32 tons of garbage, worth \$48,732.80

90.08 tons of brush worth \$2,765.50

15.07 tons of yard waste worth \$376.75

Total consideration since the first of the year to Strongs Prairie for 2007 is \$51,732.80.

2006 962.54 tons of garbage, worth \$38,501.60

121.03 tons of brush worth \$4,236.05

18.12 tons of yard waste worth \$453.00

Total consideration since the first of the year to Strongs Prairie for 2006 is \$43,190.65.

REQUEST TO EXCEED MAXIMUM OUT-OF-COUNTY WASTE: Ms. Diemert presented information on the need to exceed the 10,000 out-of-county waste coming into the landfill. Limited the existing haulers and prohibiting potential haulers from out-of-county will be detrimental to the success of the landfill. The two haulers currently bringing in waste from Juneau County are already at the 10,000 limit and will probably exceed it over the next fiscal year. Discussion was held and Ms. Diemert will provide a formal request for an amendment to the 5-24-10 First Amendment and Supplement to 3-17-04

Negotiated Settlement Agreement between Town of Strongs Prairie and Adams County. She will contact the engineers and Dr. Razvi for an opinion of how much tonnage our landfill can take in without affecting our license period. The Town will then act of the formal request and it will then be voted on at County Board.

TOWN SUPPORT OF LANDFILL EXPANSION: Ms. Diemert asked for Town support of the landfill expansion project as this will be in the best interest of the Town of Strongs Prairie. The next step to landfill expansion is the resolution to County Board on December 16th, 2014 asking for approval to implement the Feasibility Study. The Feasibility portion of the landfill expansion will allow for further negotiations with the Town as required by the Landfill Siting laws.

ADJOURNMENT/NEXT MEETING DATE: The next meeting date was set for Monday, May 4, 2015 which is a deviation from the set dates in the Negotiated Settlement. This is to allow for a conflict in schedules of members. The meeting will be held at the landfill. *Motion by Gasienica, second by Olson-Martz to adjourn. All in favor. Motion carried.*

Meeting adjourned at 8:18 P.M.

**RESPECTFULLY SUBMITTED,
MYRNA DIEMERT, SW DIRECTOR/RECYCLING COORDINATOR**

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Adams County Library
Board Minutes
November 7, 2014

The meeting was called to order at 11:00 by Mary Nelson, Board President, in room A-231 at the Adams County Courthouse. Present were Nelson, Challoner, Heideman, Edwards, Peterson, Kreten and Marcia Kaye, Personnel Director.

The meeting was properly announced.

A motion was made to approve the agenda by Townsend and 2nd by Edwards. **Motion carried.**

A motion was made by Nelson and 2nd by Heideman to convene to closed session per Wis. Stats §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on reviewing applications received for the Library Director position. Roll call vote was taken and it was unanimous. **Motion carried.**

A motion was made by Nelson and 2nd by Challoner to reconvene to open session per Wis. Stats. § 19.85(2), to consider and vote on appropriate matters. A roll call vote was taken and it was unanimous. **Motion carried.**

The next committee meeting will be on December 11, 2014 at 10:00 a.m. in room A231 in the Adams County Courthouse to interview the four candidates selected.

A motion was made by Kreten and 2nd by Edwards to adjourn the meeting. **Motion carried.**

The meeting was adjourned at 12:00 p.m.

Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Kathleen Challoner".

Kathleen Challoner
Secretary

**Parks Committee Meeting
October 14, 2014 8:30 a.m.
Courthouse Conference Room A231**

Call to Order: Chairman called the meeting to order at 8:30 a.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Lori Djumadi, Jake Roseberry, Marge Edwards, Robin Skala - excused. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Rita Kolstad – Parks Administrative Clerk, Harold Stewart, Ron Lyman, Bob Legate, Jerry Wiessinger, Gary Gevers, James Eidler, Bob Billings, and Dennis Edwards – ATV and/or Snowmobile Club Reps.

Approve Agenda: Motion by Edwards/Djumadi to approve the agenda as presented. Motion carried by unanimous vote.

Motion by Eggebrecht/Roseberry to deviate to agenda item numbers 8 and 11. Motion carried by unanimous vote.

Agenda Items:

- 8. ATV Land Acquisition Status:** Coordinator reported Adams County closed on the property for the ATV camping area at Petenwell Park.
- 11. Trails Report:** Coordinator will be meeting later today with a bridge manufacturer for bridge placement, size, etc. Permits will be applied for and anticipate project completion by December 31, 2014. Bridge project is paid 100 % by State grant.
Snowmobile audit is done and Adams County will receive supplemental grooming and/or maintenance monies to pro-rate among the eligible Snowmobile Clubs.
Coordinator will be meeting with ATV Club Reps soon to plan additional miles of trail on Timberland property. ATV trails close November 1 annually. The State funded Jefferson trail closing date is extended to November 17, 2014.
Rome Sno – Bandit Rep asked if the South Wood County snowmobile trails are still to be maintained by Adams County / Rome Club for 2014-2015 season. Coordinator has contacted Plum Creek Timberlands and is waiting to hear back.
- 1. Public Participation on Agenda Items:** None.
- 2. Correspondences / Special User Facilities Request(s):** None. The majority of ATV and/or Snowmobile Club Reps left meeting at this time.
- 3. Resolution for Future Park Improvement(s) Expenditures:** County Clerk / DOF/Admin. Coord. (CC/DOF/AC) joined meeting at this time. Director distributed and reviewed proposed Resolution with Committee which Corporation Counsel has approved. Motion by Eggebrecht/Edwards to approve the Resolution. Much discussion followed. CC/DOF/AC updated the Committee on recent Finance Committee actions affecting the 2015 Parks Department budget. Edwards called for a vote: Edwards – no, Roseberry – no, Djumadi – no, Eggebrecht – yes. Motion failed. Resolution 71-1984 stands.

4. **Committee Member Reports:** None.

5. **Ad Hoc Committee Formation Status:** Edwards reported and it was determined not to form an Ad Hoc Committee.

Motion by Eggebrecht/Edwards to take a short break at 9:27 a.m. Motion carried by unanimous vote. CC/DOF/AC left meeting at this time.

6. **Department Policy to Implement Campground Hosts and Responsibilities for Petenwell, Castle Rock and Possibly Patrick Lake Park:** Director reported Castle Rock Park currently has a Campground Host performing small projects at the park very successfully in exchange for their campsite. Castle Rock Park Manager reported having previous experience also with campground hosts and finding it very beneficial. Motion by Edwards/Djumadi to move forward with implementing a Campground Host policy for Castle Rock and Petenwell Parks and to further consider/research the possibility of a host at Patrick Lake Park. Motion carried by unanimous vote.

7. **Equipment Purchases:** Used mosquito sprayers are still being considered.

9. **Outlying Parks:** Docks and/or piers are being removed prior to November 1. A new pier may be purchased for Patrick Lake Park yet this year. 17 hazardous trees are being removed from Patrick Lake Park and the majority of playground equipment has been dismantled. South Outlying Parks Caretaker will be attending the WPR Trade Show at Chula Vista to meet with playground companies for the new playground structure for Patrick Lake Park. \$5000 of road repairs are being done at Patrick Lake Park by Rhinehart Construction.

10. **Employee Status:** South Outlying Caretaker will be done the first week of November. Other seasonal staff will be finishing up in October and November. Skeleton crew working for the winter. Castle Rock Park has an Experience Works employee that works 21 hrs. per week and only costs the Department \$500 per year for his employment on this Federal program. Petenwell Park has had Experience Works employees in the past; however, the agency hasn't had anyone to place at Petenwell recently.

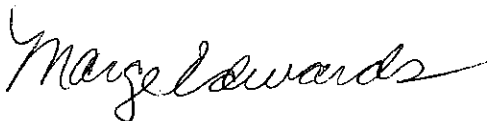
12. **Revenue Report, Expense Check Summary Report, and Expenditure Report:** Reviewed by Committee.

13. **Future Agenda Items:** No specific requests.

14. **Next Meeting Date:** November 13, 2014, 9:00 a.m., Courthouse Conference Room A231.

15. **Adjourn:** Motion by Djumadi to adjourn at 10:00 a.m. Motion carried by unanimous vote.

Submitted by,



Marge Edwards
Secretary

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: January 7, 2015

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. with the following members present: Larry Babcock, Al Sebastiani, Rocky Gilner, Mark Hamburg and Barb Morgan. Randy Theisen was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, County Surveyor and Richard Matzke. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call. Al Sebastiani made a motion to approve the agenda as noticed. Barb Morgan seconded the motion. All in favor. Motion carried.

Chairman Stuchlak stated that there are no Public Hearings and Public Participation would be taken as needed.

Barb Morgan made a motion to approve the minutes from the December 3, 2014 meeting as presented. Larry Babcock seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the surveyor's report for the month of December to the Committee for review. Mark Hamburg made a motion to approve the Surveyor's report as presented. Rocky Gilner seconded the motion. All in favor. Motion carried.

Jody Helgeson stated that she did not have anything to report other than she has a new employee to replace Julie Goodhue. Julie Schnolis has previous experience with a Title Company and will be a welcome addition to the office. The next Land Information meeting is in March. Al Sebastiani made a motion to approve the Register of Deeds and Land Information reports. Barb Morgan seconded the motion. All in favor. Motion carried.

Woodland Tree Protection Ordinance: Discussion was held regarding the meeting scheduled for January 13, 2015. The Agenda was distributed. Rocky Gilner stated that he would not be there as Dell Prairie's caucus was the same night.

Excused Committee vacancies: Chairman Stuchlak stated that County Board rules currently state that filling an excused absence is at the discretion of the Committee chair. Mr. Stuchlak feels that the Committee should have a Resolution drawn up to require a full seven member Committee present for the Public Hearings, as the petitioner is paying a lot of money to have their request considered. Discussion was held. The consensus of the Committee was that a list comprised of County Board Supervisors Jack Allen, Heidi Roekle, Florence Johnson and Jerry Kotlowski would be utilized in random order as needed to fill excused vacancies. Barb Morgan made a motion to have Corporation Counsel draw up a Resolution requiring excused vacancies on the seven member Planning & Zoning Committee to be filled from a pre-determined list, comprised of County Board Supervisors with previous knowledge or experience with zoning and the public hearing process, to make sure the Committee meets with a full seven members. Mark Hamburg seconded the motion. All in favor. Motion carried.

Phil McLaughlin distributed copies of the required Planning & Zoning Five Year Plan to the Committee with an apology for not having it completed in time for the Committee to review it before turning it in to the Clerk/Administrative Coordinator. Discussion was held. Mark Hamburg made a motion to accept the Five Year Plan with the addition that there would be revisions to the Nonmetallic Mining Reclamation Ordinance to bring it up to date. Larry Babcock seconded the motion. All in favor. Motion carried.

Planning & Zoning Updates: Mr. McLaughlin stated that there are still almost 600 properties delinquent for Septic Tank Maintenance and the court date for those is scheduled for May. Mr. McLaughlin informed the Committee that a third Buffer Compliance notice is being sent to approximately 5,500 properties, reminding the Committee that the deadline for compliance in July of this year. Barb Morgan asked if the Committee could extend that deadline. Mr. McLaughlin stated that they could. Discussion was held.

Adams County Planning & Zoning
Meeting Minutes
January 7, 2015
Page #2

Financial Report for November was presented to the Committee for review. Larry Babcock made a motion to approve the Financial Report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Correspondence: Discussion was held regarding a letter from the DNR regarding slope improvement to the Cottonville Dam by the Land & Water Conservation Department. It was the consensus of the Committee that a Special Exception Permit would be required, but as a county property, there would not be a hearing fee.

Mark Hamburg asked to revisit the time scheduling of the Planning & Zoning Committee. Discussion was held. Chairman Stuchlak requested to put the item on next month's agenda. The next meeting was scheduled for February 4, 2015 at 1:00 P.M.

Mark Hamburg made a motion to adjourn. Al Sebastiani seconded the motion. All in favor. Motion carried.

Adjourned: 2:20 P.M.

Joe Stuchlak, Chair

Rocky Gilner

Barb Morgan, Vice-Chair

Larry Babcock

Randy Theisen

Mark Hamburg

Al Sebastiani



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Property Committee Minutes

Wednesday, December 10, 2014

9:00 a.m. Room A160

Meeting was called to order by chairman Repinski at 9:00 a.m. The meeting was properly announced. Roll Call: Repinski, Pisellini, Kotlowski, Djumadi and Gilner. Also present; Zander, Hamman and Phillippi.

Motioned by Kotlowski/Pisellini to approve the Agenda. Motion carried by unanimous voice vote. Motioned by Pisellini/Gilner to approve the November 3 & 5, 2014 minutes. Motion carried by unanimous voice vote.

Item #6 Open & Act on tax foreclosure property - Gilner opened/closed bids for tax foreclosure property, Djumadi read the bids as follows;

Property #41	Kevin Strumm	Magnolia Trail	\$1010.00	\$105.00 at 10% down
Property #39	Kevin Strumm	Spruce Trail	\$1010.00	\$105.00 at 10% down
Property #52	Jose Flores	Bromley Way	\$2600.00	\$260.00 at 10% down

Motioned by Djumadi/Pisellini to accept all bids. Motion carried by unanimous voice vote.

Item #7 & 8 Open bids/discuss for property clean up - Zander provided opened bids to committee.

TNL (Todd Dolata) \$10,065.00

Dehmlow \$10,500.00

Fenner \$13,925.00

Motioned by Gilner/Djumadi to accept the bid from Dehmlow. Motion carried by unanimous voice vote.

Item #9 Discuss and/or act on use of funds in 100.73 (Safety) – Motioned by Djumadi/Pisellini to allow up to \$2,000 to purchase items for security project i.e. key phobs. Motion carried by unanimous voice vote.

Motioned by Djumadi/Pisellini for Hamman to have access to remainder of funds to complete sign project. Motion carried by unanimous voice vote.

Item #10 Discuss and/or act on Easton Store PECFA related – to be discussed next month.

Item #11 Discuss and/or act on bank erosion of fairgrounds – Motioned by Djumadi/Pisellini to accept the proposal for the fairgrounds storm water project to begin after the spring thaw. Motion carried by unanimous voice vote.

Item # 12 Discuss long term plan at fairgrounds – to be discussed next month.

Item #13 Discuss (2) safety program, Power Industrial Truck and lock out – Committee discussed/reviewed the submitted power industrial truck & hazardous energy control lockout/layout procedures and unanimously consented the recommendation of the safety committee.

Update on maintenance items – Stonewater Way, some work completed, still in process, will continue as weather permits. Wiring is completed.

Date for next meeting will be January 14, 2015.

P42

Items for next agenda;

Discuss and/or act on formal approval on (2) safety program and Power Industrial Truck.

Motioned by Kotlowski/Gilner to adjourn at 10:10 a.m. Motion carried by unanimous voice vote.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Cindy Phillippe".

Cindy Phillippe

Recording Secretary

These minutes have not been approved.

CP/bw

Public Safety & Judiciary Committee
Wednesday, December 10, 2014
9:00 a.m. – Conference Room A260

MINUTES

Chairman Allen called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Robert Eggebrecht, Marge Edwards, Jack Allen, and Robert Grabarski – Jerry Kotlowski was excused.

Others present: Carol Collins, Tania Bonnett, Kris Steffens, Jane Gervais, Marilyn Rogers, and Terry Fahrenkrug

Motion by Edwards to approve the agenda, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.

Motion by Grabarski to approve the prior meeting minutes (November 12, 2014), seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.

There was no public participation. There was no correspondence.

District Attorney – Tania Bonnett – Present

Bonnett informed the Committee that things have picked up again in the office. Bonnett stated the staff is doing a good job picking up the slack since the retirement of the Office Manager. Committee was provided with the financial report and community service report for November 2014. Bonnett stated there was nothing unusual to report and there were no questions. Bonnett gave a recap on the 2014 jury trials and stated it was a fairly successful year. Bonnett stated the forensic interviewing room at Health & Human Services has been useful and will report on the statistics at the meeting next month. Bonnett updated the committee on the hiring of the Office Manager/Attorney position and stated the job posting is currently being advertised on the web and in the newspaper. Bonnett stated she has already been contacted by four individuals, but doesn't feel this position will be filled before January 1, 2015.

Eyes of Hope Shelter—Kris Steffens — Present

Steffens provided the Committee with the monthly reports for October and November 2014. Steffens discussed the reports. Steffens informed the committee that they have run out of the large food donation that was received last year and will soon be buying their own food. Steffens stated there are three new volunteers and they have been helpful in spreading the word with the animals that are up for adoption. Steffens continues to put information out on Facebook and run food drives to help with the food donations. Steffens will provide the end of year financial report at the meeting next month.

Family Court Commissioner – Dennis McFarlin – Not Present

The Family Court Commissioner was not scheduled to attend the meeting. Committee was provided with a written report for November 2014. There were no questions.

Child Support – Janet Leja – Not Present

The Child Support Office was not scheduled to attend the meeting. Committee was provided with a written report and financial report for November 2014. There were no questions.

Clerk of Circuit Court – Kathie Dye – Not Present

The Clerk of Circuit Court Office was not scheduled to attend the meeting. Committee was provided with the financial report for November 2014. There were no questions.

P44**Register in Probate – Terry Reynolds – Not Present**

The Register in Probate Office was not scheduled to attend the meeting. There was no monthly report to review at this time and there were no questions.

Emergency Management – Jane Gervais – Present

Committee was provided with the monthly financial report for November 2014. Gervais stated she is in the red on her copy machine budget line. There were no questions. Gervais informed the Committee that she applied for a Hazardous Materials Emergency Preparedness grant to hold an exercise for a hazardous material incident. Gervais stated she wanted to focus on crude oil for this exercise. The lease to store the mobile command trailer at the Village of Friendship expires at the end of December. Gervais requested that the Village of Friendship not increase the lease payment. The Village of Friendship agreed to keep the payment at \$1.50 per day and went to a two year lease instead of the one year lease. Gervais reported that Advanced Climbing repaired the side lights that were out on the highway communications tower. The aluminum part of the base was cracked and water was able to get in which caused the lights to blow. There was no charge for the service call as the repairs were covered under warranty.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written report and financial report for November 2014. Rogers discussed her reports and there were no questions. Rogers stated her budget may be in the red due to the fifteen autopsies that were done so far this year. Rogers informed the committee that there was a rose donated by a donor family in honor of the Medical Examiner's Office in the 2015 Rose Bowl Parade. Rogers updated the committee on the recent resignation of one of the Deputy Medical Examiners and stated a replacement started training on December 1st. Rogers will present her 5-year plan at the next executive meeting.

Sheriff's Office – Chief Deputy Fahrenkrug – Present

Committee was provided with the monthly financial reports and animal control report for November 2014. Fahrenkrug stated the state trooper assigned to Adams County is working out well. The fourth firearm training is in the process of finishing up. The jail inspection report was received and it came back with no violations. Negotiations with WPPA Local 355 are still ongoing. Fahrenkrug informed the committee of the meetings that are being held with the lieutenants and jail captain to talk about their short term and long term goals. Fahrenkrug reminded the committee of the drug presentation at County Board in December.

Motion by Edwards to approve vouchers and monthly expense reports as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.

Identify upcoming agenda items: None at this time.

Set next monthly meeting date as January 14, 2015 at 9:00 a.m.

Motion by Grabarski to adjourn, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused. Meeting adjourned at 9:50 a.m.

These minutes have not been approved by Public Safety & Judiciary Committee.

Respectfully Submitted,

Robert Grabarski
Secretary

SAFETY COMMITTEE MEETING*Minutes***September 2, 2014 / 2:00 pm / Room A160**

1. The Meeting was called to order by Chair Pisellini at 2:00 pm. The meeting was properly announced.
2. Present: Supervisor Paul Pisellini; Committee members Marcia Kaye, Pat Kotlowski, Brenda Quinnell; Mark Rumpel, MEUW Safety Coordinator; Department Safety Rep Ruth Horndasch (HHS). Absent: Tracy Hamman.
3. Kotlowski made motion to Approve the Agenda, seconded by Quinnell. Motion carried by voice vote.
4. Motion was made by Quinnell, seconded by Kotlowski to approve the Minutes from the July 21, 2014 meeting. Motion carried by voice vote.
5. There was no public participation, communications or correspondence.
6. Mark Rumpel provided an update on projects.
 - Conducted CPR/First Aid training for the Parks Department and will be doing Emergency Action, BBP, and Fire Prevention for HHS next week. Also working to schedule First Aid for the new people at Highway and Solid Waste. One concern is that we have done the AED training, however there are no AED machines on County property or in County facilities (with maybe exception of Sheriff's Dept and HHS). Mark can get discounts on AED machines through MEUW for \$990 so the Committee may want to look at this for future as the year starts to wind down and we see what funds are left in the budget.
 - Has been putting together a filing system for the various facilities for documentation, MSDS, etc.
 - Highway Dept. is starting their chemical inventory already to update the SDS books. Solid Waste will work on theirs and work to pull sheets on chemicals no longer used, which will be stored in a master file.
 - Did safety facility audit at Petenwell Park. They are not using the safety rated gas cans and some of the cans don't even have lids on them, just a plastic bag. They transport the cans to highway and back that way. Need URL Safety Rated gas cans.....there were two at the location, but too many that were not in compliance. Castle Rock also needs safety rated cans. Mark will discuss the facility assessments with the Department Manager first and if they comply, then it doesn't need to come to the Safety Committee. Mark will still have to do an assessment for the outlying parks. He also did a chainsaw assessment and most of the guys had the proper equipment but he recommended face shields rather than just safety glasses.
 - There has been an issue at Highway with 'logging boots' and who is to furnish them. OSHA standards do not require an employer to provide logging boots but the employee handbook talks about providing safety apparel for job specific tasks, keeping in mind OSHA exceptions. It is 'understood' that the County doesn't have to provide them based on OSHA exception. This language should be discussed and reviewed for the future.
 - We have not done any confined space training because we do not have anyone that can do the rescue entrance. We will have to rewrite the program to allow for an 'outside rescue' in those situations where it is required.

- Tracy had been looking at pricing for the Emergency Access signs for all facilities. Ruth will take the Emergency Access Maps for the Courthouse and have them laminated. Property Committee approved spending up to \$500.
 - Mark has been talking with County Clerk about catching uncompleted training for all groups in break-out sessions during the Veteran's Day In-Service.
 - Mark will be working with Jason Kirslenlohr about safety orientation for new employees at the Highway. It appears each facility has their own training so it would be helpful to get a consistent training program for county-wide use.
7. Discussion regarding the safety programs. The Alpha Terra program was 7 parts, the MEUW program will be 31 parts. It was determined that rather than review and update the Alpha Terra programs, we will review the new MEUW programs as they become available. As a program is reviewed and approved by Property Committee, we will place it on the "T" drive and ask that the corresponding Alpha Terra program be removed from the "T" drive so there are not duplicates. Each department will also have a copy of the manual specific to their department once everything is completed. Mark will talk to the Department Representative/Manager from each area as he reviews the plans and go from there.
 8. Kaye mentioned there had been four 'accidents' since the last meeting but only one had limited medical costs associated. Rumpel asked if there is an investigation form used when an accident occurs? We will look at developing or finding one to use.
 9. Kaye will send an e-mail to the Department Heads regarding the "Departmental Safety Representative List" The purpose of the representative would be to take changes in policy and training back to the Departments, as well as provide input from the Departments in areas of safety programs.
 10. Upcoming agenda items: Review worker's compensation claims; update on safety program; policy review (PIT); update on signs, status of Department Safety Representative.
 11. Next Meeting date: October 8, 2014, 2:00 p.m. in Room A160.
 12. Motion by Quinnell to Adjourn, seconded by Kotlowski. Motion carried by unanimous voice vote.

These minutes were approved by the Safety Committee on October 8, 2014.



Marcia Kaye, Recording Secretary

SAFETY COMMITTEE MEETING
Minutes
October 8, 2014 / 2:00 pm / Room A160

The Meeting was called to order by Chair Pisellini at 2:03 pm. The meeting was properly announced.

Present: Supervisor Paul Pisellini; Committee members Marcia Kaye, Pat Kotlowski, Brenda Quinnell; Mark Rumpel, MEUW Safety Coordinator.

Kotlowski made motion to Approve the Agenda, seconded by Quinnell. Motion carried by voice vote.

Motion was made by Kotlowski, seconded by Quinnell to approve the Minutes from the September 2, 2014 meeting. Motion carried by voice vote.

There was no public participation, communications or correspondence.

Mark Rumpel provided an update on projects.

- Conducted CPR/First Aid and Fire Prevention training for HHS. Has schedule First Aid for the new people at Highway and Solid Waste for November. He will be working on a Train the Trainer for required training during the winter: GHS, HazCom, 1st Aid, LOTO. Also working with Marcia to review the WCMIC online safety training that is available.
- Emergency Action Plan is done for Health & Human Services and has started on the Community Center.
- Met with Jane (Emergency Management Director) regarding the EAP and hopefully will have an update at the next meeting.

Talked with Tracy H. and he has not been able to order the Severe Weather Shelter signs yet or put up the floor plans for the Courthouse. Paul will follow up with Tracy.

Discussion regarding the safety programs.

- Power Industrial Truck – only covers ‘conventional’ forklift, personnel carriers (gas/propane). Does not carry tractor with forklift attachment. Hazard Assessment is done by MEUW. After the PIT inspection is completed, it will be placed in the file and not on equipment. Mark was going to look up the limits for fuel PIT (rather than LP). Departments will need to provide a list of all people that have gone through PIT with the certification and what they’ve taken.
- Lock Out Tag Out – Electrical hazards with excavation; need to get a list of who is LOTO trained for the programs list. Need to get a name tag for each person to use and prefer with picture to visually identify who did the LOTO. Policy also applies to outside contractors.
- Blood Borne Pathogens – Review policy for disposing of/cleaning clothes with BBP exposure. Regulated waste is not accepted at the Solid Waste Department. Follow-up will be done on Hep B shots and who does titer. Need to change the job occupational exposure assessment form to match the job description and vice-versa.

Mark will make corrections/updates on plans and try to have them ready for Property Committee to review and approve for their November meeting.

Kaye mentioned there had been no work comp claims since the last meeting. Provided a copy of the Worker's Comp Loss run totals by Department, updated for 2011-2014 (as of 9/30/14).

Kaye provided an updated list of the "Departmental Safety Representative."

Upcoming agenda items: Review worker's compensation claims; update on safety program; ; update on signs, AED machines and available budget; discuss incident and accident form.

Next Meeting date: November 19, 2014, 2:00 p.m. in Room A160.

Motion by Quinnell to Adjourn, seconded by Kotlowski. Motion carried by unanimous voice vote.

These minutes were approved by the Safety Committee on November 19, 2014

Marcia Kaye
Marcia Kaye, Recording Secretary

SAFETY COMMITTEE MEETING

Minutes

November 19, 2014 / 2:00 pm / Room A231

The Meeting was called to order by Chair Pisellini at 2:04 pm. The meeting was properly announced.

Present: Supervisor Paul Pisellini; Committee members Marcia Kaye, Brenda Quinnell, Tracy Hamman, Pat Kotlowski; Mark Rumpel, MEUW Safety Coordinator.

Quinnell made motion to Approve the Agenda, seconded by Hamman. Motion carried by voice vote.

Motion by Quinnell, seconded by Rumpel to approve the Minutes from the October 8, 2014 meeting. Motion carried by voice vote.

There was no public participation, communications or correspondence.

Mark Rumpel provided an update on projects.

- Completed CPR, First Aid and AED training for Highway. Needs to do a make-up and will include Solid Waste if they are available. Training is approx. 5 hours in length.
- Veteran's Day – did BBP, Fire Prevention, First Aid, Emergency Action Plan
- Has been working on lock out/tag out with Hamman for the Courthouse.
- The PIT and LO/TO plans have been given to Property Committee for review and will be considered for approval in December.
- HazCom and Hearing plans are ready to be reviewed and then go to Property.
- All facilities need to go through their MSDS binders and update the chemical sheets. Rumpel will circulate spreadsheets to list the current inventory.
- EAP maps for the Community Center & HHS are done. Hamman said he can get 42 frames for \$168 w/o shipping costs to start posting the EAP at the courthouse.
- Rumpel said he found the severe weather signs for \$13 through Staples. He will send the information to Hamman, who is checking with a local vendor to see what is available.
- Regarding BBP, law enforcement has a vendor for hazard waste disposal. Rumpel will pursue further.
- Discussion regarding including the Hepatitis B form for authorization/waiver as part of the new employee orientation. Hep B series has 20 year lifespan.
- Upcoming plans will be fall and respiratory protection.

Hamman said he has the frames on order for the Emergency Action Routes and should have them by the end of the year. It was felt frames would make the signs more noticeable.

Discussion regarding the safety programs.

- BBP– Rumpel still needs to make some changes to this plan before it is ready to go to Property Committee. Will work on that.
- Hearing Conservation – MEUW will work with the departments to set up equipment to perform noise assessments in specific areas as part of the contract. New employees should be tested within 6 months of new hire for a baseline, and upon exit for a final result, in the event of a future hearing loss claim. Rumpel will obtain stickers to be placed near motor areas of equipment requiring hearing protection. It is felt the safety committee should purchase signage, notices, etc. for the County departments if funds are available.

- Haz Com – a few changes were recommended. Secondary container labeling is required. These can be printed and transferred onto containers with packing tape.
- Rumpel is still waiting to get the Emergency Action Plan from Emergency Management Director Gervais. He will ask her to present at a future meeting.

Kaye mentioned there had been no reportable work comp claims since the last meeting.

MEUW is able to get a Phillips Heart Start AED, regularly priced \$1200 for \$977. There is currently one AED in the Sheriff's Office but none in other facilities. Required training is usually done as part of the CPR/AED training. The pads and batteries will require monthly testing and electrodes have a two year shelf life. Rumpel will send the AED list to committee to review and discuss at the next meeting.

Upcoming agenda items: Review worker's compensation claims; update on safety program; update on signs, AED machines and available budget; EAP, BBP and PPE programs.

Next Meeting date: December 18, 2014, 2:00 p.m. in Room A160.

Motion by Quinnell to Adjourn, seconded by Pisselini. Motion carried by unanimous voice vote.

These minutes were approved by the Safety Committee on December 18, 2014.

Marcia Kaye
Marcia Kaye, Recording Secretary

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, December 10, 2014, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Chair
 Larry Babcock, Vice-Chair
 Mark Hamburg
 Paul Pisellini
 Barb Morgan

ABSENT/EXCUSED: None

OTHERS PRESENT: Myrna Diemert, SW Director
 Everett Johnson
 Brenda Rhinehart
 Neil Carney, Ayres Associates

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair Florence Johnson at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: JOHNSON, BABCOCK, HAMBURG, PISELLINI AND MORGAN.

APPROVAL OF AGENDA: *Motion by Morgan, second by Hamburg, to approve the agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM NOVEMBER 12th SOLID WASTE MEETING: *Motion by Babcock, second by Hamburg, to approve the Open Session minutes as presented for the November 12th Solid Waste meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: There was no other correspondence or other business to discuss.

UPDATE ON LANDFILL EXPANSION STUDY/ RESOLUTION: Ms. Diemert updated the Committee on the Resolution and presentation for County Board on December 16th.

FINANCIAL REPORT/BUDGET UPDATE: Ms. Diemert presented the Financial Report and Monthly Check Summary for November, 2014 showing a **profit** for the year of \$374,526.87. This is a \$403,596.44 improvement over last year at this time. Discussion was held. *Motion by Hamburg, second by Pisellini, to approve the Financial Report and Monthly Check Summary as presented. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated December 10, 2014 (see attached copy). Discussion was held. *Motion by Morgan, second by Hamburg, to approve the Site Report as presented. All in favor. Motion carried.*

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: There were no other purchases or rentals to approve. Ms. Diemert reported that Hank had found another D7F Cat Dozer thru Federal Property. She stated that the large dozer, several pneumatic tires and a trailer mounted 15 KW generator were purchased for \$5,764. *Motion by Hamburg, second by Pisellini, to commend and recognize Hank's outstanding efforts and dedication to Adams County. His efforts have saved Adams County significant amounts of money over his 27 years of employment. All in favor. Motion carried.*

EMPLOYEE UPDATE: Ms. Diemert reported that the appointed committee will screen applications on Friday, December 12th. She has stated that the Administrative Coordinator has been invited to assist.

She next presented information on the 2015 budget which included increasing two employees from part-time to full-time in 2015. She presented documentation showing that the increases in wages were included in the 2015 budget, which was approved by the Solid Waste Committee and passed by County Board. These changes will be effective 1-1-15. *Motion by Hamburg, second by Pisellini, to acknowledge that the changing of the two employees to full-time was approved by the Committee and County Board during the 2015 Budget process. All in favor. Motion carried.*

Ms. Diemert stated that there were no other updates on the status of the employees.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert reminded the Committee that she needs to confirm who will be attending the 2015 WIRMC Conference at the Olympia Village Conference Center in Oconomowoc Feb. 25-27, 2015. Committee attendance was approved during the last meeting and members are to notify the Director of their intent to attend.

There were no other new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Updates on pertinent items.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, January 14th, 2015 at 6:00 PM at the Landfill.

Motion by Morgan, second by Pisellini, to adjourn until the next meeting. All in favor. Motion carried. Meeting adjourned at 6:42 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
(608)-339-4226 (608)-339-3808
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 493

Report for the month of December, 2014

The 2014 Government Corner Maintenance Project

The 2014 project area is Rome (T20N, R5&6E), Leola (T20N, R7E), Monroe (T19N, R4 & 5E), and the part of Big Flats in T19 N, R5E.

Work continued on the project in December. We still have a couple of days work to finish the project. This work will be completed in January.

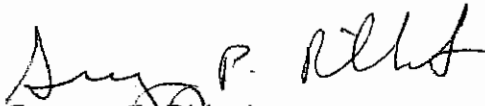
The 2015 project area is Adams, Quincy and Easton Townships. Work will start in this area in January.

Sue Theisen is continuing on the project to scan the Surveyor Files and prepare them for access through the County GIS Site.

I am continuing to respond to queries and perform the duties of my office.

I had quite a few inquiries from landowners and surveyors this month. As has been the policy from my tenure as County Surveyor, I will assist landowners and surveyors with research but will not do research and send it to someone.

Respectfully Submitted;


Gregory P. Rhinehart,
Adams County Surveyor

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
P.O. BOX 187, FRIENDSHIP, WI 53934
(608) 339-4226

SUMMARY OF ACCOUNTS 2014

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00		100.00
Balance	\$3,575.00	\$25,500.00	\$ 200.00
FEBRUARY	325.00	10,555.52	
Balance	\$3,250.00	\$14,944.48	\$ 200.00
MARCH	325.00		
Balance	\$2,925.00	\$14,944.48	\$ 200.00
APRIL	325.00		
Balance	\$2,600.00	\$14,944.48	\$ 200.00
MAY	325.00	3,385.47	
Balance	\$2,275.00	\$11,559.01	\$ 200.00
JUNE	325.00		
Balance	\$1,950.00	\$11,559.01	\$ 200.00
JULY	325.00		
Balance	\$1,625.00	\$11,559.01	\$ 200.00
AUGUST	325.00		
Balance	\$1,300.00	\$11,559.01	\$ 200.00
SEPTEMBER	325.00		
Balance	\$ 975.00	\$11,559.01	\$ 200.00
OCTOBER	325.00		
Balance	\$ 650.00	\$11,559.01	\$ 200.00
NOVEMBER	325.00	4,011.40	
Balance	\$ 325.00	\$ 7,547.61	\$ 200.00
DECEMBER	\$ 325.00	5,830.73	
Balance	0.00	\$ 3,500.00	\$ 200.00
Grand Total	\$ 0.00	\$ 1,716.88	\$ 200.00

Extension Committee

Minutes of Meeting

November 6, 2014 @ 11:55AM

Adams County Community Center

569 N. Cedar Street, Extension Conference Room

Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 11:55 p.m. in Room 145B, Adams County Community Center by Florence Johnson, Chair.
2. **Roll Call: Board Members:** Florence Johnson, Heidi Roekle, Larry Borud, and Dan Wysocky – Present. Robin Skala - Excused
Extension Staff: Jennifer Swensen, Leah Eckstein and Linda Arneson – Present.

Others Present: Tom Schmitz, UW-Extension North Central Regional Director
Greg Andrews, ANRE Liaison
Will Andresen, CNRED Liaison
Craig Saxe, UW-Extension Juneau County ANRE Agent
Public, See attached sign-in sheet
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Roekle and Second by Wysocky to approve twice amended agenda. Motion carried.
5. **Public Participation:** See attached sign-in sheet.
6. **Welcome and Introductions:** Chair Johnson welcomed those present and introduced the visiting Extension staff.
7. **Purpose of Visioning Session:** Tom Schmitz explained the purpose of the Visioning Session is to help determine the needs, issues and/or opportunities facing the agriculture community in Adams County over the next few years. This information will be used in the search for a new Agriculture Natural Resource Agent for Adams County. In addition the needs, issues, and opportunities facing Adams County in terms of community, organizational, economic, and natural resource development would also be looked at.
8. **Adams County Demographic Overview:** Swensen and Eckstein gave an overview of the current and projected future demographics of Adams County.
9. **Agriculture and Natural Resource (ANRE) and Community, Natural Resource and Economic Development (CNRED) Programs:** Greg Andrews, ANRE Liaison gave an overview of the UW-Extension ANRE program. Will Andresen, CNRED Liaison gave an overview of the UW-Extension CNRED program.

10. Adams County Agriculture-A Snapshot and the Central Wisconsin Agriculture Specialization project: Craig Saxe, Juneau County ANRE and Greg Andrews, ANRE Liaison gave an overview of Agriculture in Adams County. They also discussed the Central Wisconsin Agriculture Specialization project.

11. Needs Identification and Prioritization:

- a) Members of the public were asked to write down and then share what they felt are the critical needs, issues, or opportunities facing the agriculture.
- b) Members of the public were asked to write down and then share what they felt are the needs, issues, and opportunities facing Adams County in terms of community, organizational, economic, and natural resource development.
- c) Members of the public were asked to write down and then share what they felt made Adams County Great.

12. Next Steps: Tom Schmitz thanked everyone for their time and participation. All of the views expressed by the public will be compiled into a report to be presented to the Adams County Extension Committee.

13. Time of Adjournment: Motion by Roekle and Second by Wysocky to adjourn. Motion carried. Meeting adjourned at 2:06p.m.



Minutes taken by
Linda Arneson
Recording Secretary
UW-Extension, Adams County



Robin Skala, Committee Secretary

**Extension Committee
Minutes of Meeting
December 9, 2014 @ 1:00PM
Adams County Community Center
569 N. Cedar Street, Extension Conference Room
Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 1:00 p.m. in Room 103, Adams County Community Center by Florence Johnson, Chair.
2. **Roll Call: Board Members:** Florence Johnson, Heidi Roekle, and Dan Wysocky – Present. Larry Borud and Robin Skala - Excused
Extension Staff: Jennifer Swensen, Leah Eckstein, Julie Roseberry and Linda Arneson – Present. Theresa Wimann – Excused
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Roekle and Second by Wysocky to approve agenda. Motion carried by unanimous voice vote.
5. **Approve Minutes:** Motion by Wysocky and Second by Roekle to accept minutes of the December 9, 2014 Extension Committee Meetings. Motion carried by unanimous voice vote.
6. **Public Participation:** None
7. **Communication:** A) Communication received that Roekle has been selected to represent the Wisconsin delegation to the Public Issues Leadership Development Conference (PILD) in Washington D.C., April 11-15, 2015.
B) Wimann remains in a non-work status. Decision on whether she will return is expected by end of December.
8. **Items for Action or Discussion:**
 - a) **Review and place on file monthly reports of Jennifer Swensen, Leah Eckstein, and WNEP:** Monthly reports discussed. Motion by Roekle Second by Wysocky to place monthly reports on file. Motion carried by unanimous voice vote.
 - b) **Review Calendars of Extension Education Staff:** Committee reviewed current calendars for all education staff.
 - c) **Review Check Summary and Financial Statements:** Check Summary and Financial Statements for November were reviewed and discussed. Motion by Roekle Second by Wysocky to place Check Summary and Financial Statements on File. Motion carried by unanimous voice vote.

- d) Agriculture Agent Position – Job Description: Eckstein presented the proposed job description for the vacant Agriculture Agent position to the Committee. Motion by Roekle Second by Wysocky to approve the Agriculture Agent job description as presented. Motion carried by unanimous voice vote.
- e) Drainage Board Vacancy: To date no applications have been received to fill the Drainage Board position. Suggestions made to place a notice on the Extension Facebook page, send another letter to the Town Boards and various lake groups, and see if the radio station will run as a public service.
- e) Community Center: All is going well
9. Set Next Meeting Date: January 13, 2014 at 1:00 p.m. at the Adams County Community Center.
10. Agenda Items for Next Meeting:
- Agriculture Position
 - Drainage Board Vacancy
11. Adjourn: Motion by Wysocky and Second by Roekle to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 1:30 p.m.



Minutes taken by
Linda Arneson
Recording Secretary
UW-Extension, Adams County

Robin Skala, Committee Secretary

These Minutes have not been approved by the Committee.